

• **Laney Foundation Skills Committee (FSC) Meeting Agenda and Minutes**  
**November 16, 2017, T-750**

Co-chaired by Suzan Tiemroth-Zavala, Faculty and Chuen Chan, Dean of Liberal Arts

Members: Present:

Agenda Item	Expected Outcomes	Discussion Points	Action Taken/Next Steps
<p>1. <b><u>Approve minutes for 11/02/17</u></b></p>	<p><b><u>Expected Outcomes</u></b></p> <ul style="list-style-type: none"> <li>• Minutes approved</li> </ul>	<p>Beth Maher called the question and David Mitchell seconded.</p> <ul style="list-style-type: none"> <li>• Minutes were approved with one abstention..</li> </ul> <p>Added reporting item:            Ian went to Keith to get on ASLC agenda but no meeting last week.;</p>	<p>ian goes on 30th with David            I</p>
<p>2. <b><u>Discuss funding request for tutoring funds</u></b></p>	<ul style="list-style-type: none"> <li>• Finish discussion and vote</li> </ul>	<p>Discussion and Comments by Committee Members:</p> <ul style="list-style-type: none"> <li>• We need assessment and evaluation;</li> <li>• This needs to be more formalized than it is now.</li> <li>• There are informal surveys now</li> <li>• But, we need robust assessment; evaluating tutoring isn't the same as assessing the funding request</li> <li>• We request a revised form so clear assessment plan and what it entails.</li> <li>• Surveys to equity committee;</li> <li>• Look at what has been collected and see how it works.</li> <li>• Tutoring committee meets once a month</li> <li>• How can we assess what we are doing?</li> <li>• We need a program review for student services as a college</li> <li>• Now that we have a 4- year cycle of program review-how will this fit into what we are doing?</li> <li>• Dean chan did not commit to \$40,000 as he the thought it was BSSOT funding</li> <li>• There is a request to clarify process for scheduling tutors</li> <li>• Formal evaluations aren't' happening</li> <li>• We would like to see student evaluations of tutors</li> </ul>	

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		<ul style="list-style-type: none"> <li>• Can we set up the formal assessment of tutoring for fall semester?</li> <li>• Tutoring has changed a lot and the college wants to track it.</li> <li>• whole college needs to be responsible for tutoring success as well as the district.</li> </ul> <p>By the end of fall semester tutoring committee will figure out assessment</p> <p>students need to report if their assessment was successful</p> <p>Is there a way to use student id numbers to figure out if students benefit</p> <p>The funding request was unanimously approved</p>	
<p>3. Discuss Charge and go to College Council</p>		<ul style="list-style-type: none"> <li>• Can FSC combine with SSSP; integrate instruction with student services?</li> <li>• integrated counseling</li> <li>• At the English dept meeting faculty discussed , 1st year experience; curriculum is good but non-curricular stuff that gets in their way</li> <li>• how would it all work?</li> <li>• basic skills issues and enrollment based issues are a big problem</li> <li>• curriculum only is important too</li> <li>• learning communities--need coordination</li> <li>• We could meet once a month together SSSP and once a month alone-2nd Wed of month1-1:30</li> <li>• We want to keep the name Foundation Skills Committee</li> </ul> <ul style="list-style-type: none"> <li>• The 2015-16 Expenditures Report was sent to the state</li> <li>• We have a new funding allocation amount</li> </ul>	<p>Beth meets with Kevin Wade to float idea</p> <p>wednesdays from 1-2:30 2nd and 4th</p> <p>attach to minutes</p>
<p>4. <u>Approve goals for 2017-18</u></p>	<p><u>Expected Outcomes</u></p> <ul style="list-style-type: none"> <li>• Approve goals and set timelines</li> </ul>		

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5. Continue discussion on non credit plan	<b><u>Expected Outcomes</u></b>	<p>What has been done so far:</p> <ul style="list-style-type: none"> <li>• Math/Rina: David Ross and Jackie, non credit enhanced modular math so students don't take what they don't need. BCC English 508 A B C</li> <li>• deadlines for curriculum committee and launching new courses in fall only.</li> <li>• District Math meeting tomorrow;</li> <li>• 261 = 250 and 253 math...through to transfer level;</li> <li>•</li> </ul> <p>Comments on noncredit issues:</p> <ul style="list-style-type: none"> <li>• math-arithmetic and pre-algebra needs to be changed. disproportionately impacted students who can't move through math courses below college level quickly enough</li> <li>• not all students can be accelerated so what to do with those students?</li> <li>• We don't want to hold students back...BSSOT, fix foundation before acceleration; support across the district</li> </ul>	
Other:			

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