

• **Laney Foundation Skills Committee (FSC) Meeting Agenda and Minutes**  
**December 7,, 2017, T-750**

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

Members: Present: Autumn Sullivan, Beth Maher, Ian Latta, Barbara Yasue, David Mitchell, Eleni Gastis, Chuen Chan

Agenda Item	Expected Outcomes	Discussion Points	Action Taken/Next Steps
<p>1. <b><u>Approve minutes for 11/16/17</u></b></p>	<p><b><u>Expected Outcomes</u></b></p> <ul style="list-style-type: none"> <li>• Minutes approved</li> </ul>		<p>I</p>
<p><b><u>2. Reporting out of Assigned Tasks</u></b></p>	<ul style="list-style-type: none"> <li>• David Mitchell and Ian Latta report on meeting with Keith and ASLC</li> <li>• Tutoring Committee figured out a way to assess tutoring</li> <li>• Beth Maher met with Kevin Wade to discuss a once a month meeting with SSSP</li> </ul>	<p>stressed the committee is well spent time; if they start coming and not participating ...input-email to invite them; more conservative than teachers would have been. one interested and invited– -david emailed enrique perez item to consider; for students; make it more specific for students.</p> <ul style="list-style-type: none"> <li>• responding to surveys...evals of tutors; anonymous feedback forms for writing workshop tutors..</li> <li>• district spends money on farming out online tutoring \$20/hour to outside company</li> <li>• embedded tutors from BSSOT grant; student response to embedded tutoring</li> <li>• can we discuss results at FSC meeting.</li> <li>• suzan will report at next meeting</li> <li>• early alert-starfish; instructor to rep each college</li> <li>• facebook page for each student in starfish-a teacher flags a student who needs tutoring</li> <li>• Kevin said no; but promised to get us a counselor to come to FSC; what about two meetings a semester...</li> <li>• VPSS to our meeting..</li> </ul>	

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	<ul style="list-style-type: none"> <li>• Rina and district Math meeting</li> <li>• Suzan reports on discussion with co-chair of curriculum committee and email from district</li> </ul>	<ul style="list-style-type: none"> <li>• concept of making noncredit modules was agreed upon..want it to be a group effort across the colleges</li> </ul>	
<p>3.. <u>Funding Requests</u></p>	<p>Funding requests presented</p> <ul style="list-style-type: none"> <li>• Hybrid Community of Practice for ESOL</li> <li>• Tutoring for ESOL Pathways</li> <li>• DSPS</li> </ul>	<p>what are the requirements? check proposal fully certified to teach online speak up for support needs....online tutoring; offer online tutoring; could the workshops be for students too.</p> <p>approved ESOL: embedded tutors in tech pathways; good work and can help tutors support students in technology access tutors--may increase if needed approved</p> <p>DSPS: equity has been helping but access to adaptive software that is hard to use. Students with accommodations...karen talbot dittos teacher centered. Stacy Kayden ; reading -- : approved</p>	
<p>3. Spring Semester Goals and Timeline; funds allotted</p>	<p>Get timeline and funding set up</p>	<p>guided pathways, integrated planning research east coast colleges and guided pathways</p>	

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4. <u>Approve goals for 2017-18</u>	<u>Expected Outcomes</u> <ul style="list-style-type: none"> <li>• Approve goals and set timelines</li> </ul>		
5. Continue discussion on non credit plan	<u>Expected Outcomes</u>		
Other:			