

**Laney Foundation Skills Committee (FSC) Meeting Agenda and Minutes
March 30, T-450**

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

Members Present: Ian Latta, Suzan Tiemroth-Zavala, David Mullen, Autumn Sullivan, David Mitchell, Beth Maher

Agenda Item	Expected Outcomes and Outcomes Achieved	Discussion Points	Facilitators	Time
Approve minutes from 3/16/17	<p><u>Expected Outcomes</u> Minutes approved</p>		Suzan Tiemroth-Zavala	5 minutes
<p>Basic Skills Retreat: May 12, 2017</p>	<p><u>Expected Outcomes</u> Decide what needs to be done and who will help</p> <ul style="list-style-type: none"> ● facility; Bistro or field house ● food ● budget ● agenda for the retreat: flesh out ● tutoring, counseling, early alert, non-credit ● 2-day workgroup in June: May 26-27 or following week= stipends ● Help with counseling buy-in <p><u>Achieved Outcomes</u> Agenda was roughed out and discussion about retreat-see notes here and on attached.</p>	<ul style="list-style-type: none"> ● May 12 is good for the retreat ● integrated planning around basic skills ● facilities decisions: we will try to get Bistro Conference Room ● 5-6 areas to hit for integrated planning ● Community of practice; basic skills ● AEBG--eleni, beth, jackie, suzan meet ● work groups; 10 hours at \$500 ● KIm Bridges CIS... ● retreat program: done-see attached ● student panel; math ● early alert; integrated, embedded counseling ● goal-information exchange; advise work group-different programs/communities/SSSP, Equity. ● working; ● Pierce College. woodland-should we check what they have done? ● Basic Skills--umbrella=transparency; what we have and how it works; learning communities; how can we support each other and not duplicate services ● meet with Chuen for pre-retreat; 	Suzan Tiemroth-Zavala and Eleni Gastis	20
1. Discussion of Shared Governance	<p><u>Expected Outcomes</u></p> <ul style="list-style-type: none"> ● Make any changes ● Check over form to be completed and discuss 		Suzan Tiemroth-Zavala	20

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	<u>Achieved Outcomes</u>			
3. Report from Institutional Effectiveness Committee	<p><u>Expected Outcomes:</u></p> <ul style="list-style-type: none"> • Clarified with Donald Moore. We do not have to do this since our programs are just starting and the data won't reflect our curriculum changes. <p><u>Outcomes Achieved</u></p>	Done::: we are not COLlege Choice	Suzan Tiemroth-Zavala	5
4. Priorities for available funds.	<p><u>Expected Outcomes</u> Discuss priorities or decide to wait until after the retreat.</p> <p><u>Outcomes Achieved</u></p>	Probably postponed until next meeting	Suzan Tiemroth-Zavala	15