

**Attending:**

<input checked="" type="checkbox"/> Michelle Dougherty (Co-Chair)	<input checked="" type="checkbox"/> Shelby White	<input checked="" type="checkbox"/> Anabel Perez	<input checked="" type="checkbox"/> Hector Sanchez	<input type="checkbox"/> Don Sciore - Guest
<input checked="" type="checkbox"/> Madelyn Arballo (Co-Chair)	<input checked="" type="checkbox"/> Paul Frahs	<input type="checkbox"/> Barbara McNeice-Stallard	<input checked="" type="checkbox"/> Barbara Mezaki	
<input type="checkbox"/> Ivan Pena	<input checked="" type="checkbox"/> Dana Miho	<input checked="" type="checkbox"/> Irving Lai	<input checked="" type="checkbox"/> Crystal Valdez	
<input checked="" type="checkbox"/> Carolyn Robinson (Sen appr)	<input type="checkbox"/> Annel Medina Tagarao	<input type="checkbox"/> LAC TBD	<input type="checkbox"/> Student Rep	

<b>MEETING MINUTES</b>		
	<b>Item/Comments</b>	<b>Discussion/Outcome</b>
1.	Introductions	<ul style="list-style-type: none"> <li>Committee members introduced themselves and the department/program they represent.</li> </ul>
2.	Approval of the Minutes from May 26, 2016	<ul style="list-style-type: none"> <li>The meeting minutes from May 26, 2016 were approved, unanimously.</li> </ul>
3.	Purpose and Function Statement Review	<ul style="list-style-type: none"> <li>The document was briefly reviewed; Madelyn noted that the position of Professor-at-Large is still unfilled. She suggested that the committee review the document at a later time, following discussion of the item related to changes to funding formula and High Impact practices alignment.</li> </ul>
4.	Committee Goals Report	<ul style="list-style-type: none"> <li>The document had been completed in May 2016 but was reviewed again with the members.</li> <li>Michelle reminded those who are attending the Strengthening Student Success conference in October to let her know if they would like to attend a post conference.</li> </ul>
5	Current Projects and Budget Update	<ul style="list-style-type: none"> <li>A listing of approved projects was reviewed. Madelyn will update the document to reflect expenditures thus far and will bring back to an October meeting. She reviewed the 2016-17 tentative budget and allocation timelines, and explained her suggestion to keep at least \$100,000 account balance as a "cushion."</li> </ul>
6.	Transformation Grant update	<ul style="list-style-type: none"> <li>Michelle shared that we applied and were awarded the Basic Skills Student Outcomes and Transformation Program grant in May. We were 1 of 43 recipients. Last month, she and Madelyn attended (along with Research and Instruction staff and managers) a "kick-off summit," that provided the opportunity to learn from other colleges and groups best practices for implementing plans for boosting student success. She explained that there are three main pieces to the program: State Pathways Initiative (students decide on a "point of interest," contextualized classes), Acceleration Models (co-requisite – students who place in</li> </ul>

		ENGL68 will be allowed to register for ENGL 1A with an additional 1-unit support class), Development of New Courses (creating a new 5-unit developmental composition course that students could take as an alternative to two 4-unit courses). She noted that Mt. SAC would be piloting an acceleration model in the spring, and Barbara Mezaki asked how we would evaluate the success of that pilot. Michelle discussed completion/success and the term "throughput," which is being used by the state to describe a student passing the basic skills course to move on to a transferrable course.
7.	Changes to funding formula High impact practices alignment	<ul style="list-style-type: none"> <li>The committee reviewed the upcoming changes with the Basic Skills funding formula. The new formula is focused on students who will complete a transfer goal within 1-2 years. This new formula will exclude noncredit students, and potentially credit CTE and ESL credit students who don't have transfer as goal. She noted that Transformation grant recipients will receive priority, which is a positive for us. She discussed the High Impact Practices Alignment items, and noted that most of the college's projects are centered around one of the practices (tutoring, curriculum). She suggested we keep these other best practices in mind when developing this year's rubric for proposals. The committee will be discussing more about this topic when discussing the 17-18 project rubrics.</li> </ul>
8.	BSI, SSSP, SEP Plan Integration	Tabled; will be brought back to future meeting.
9.	Professional development needs <ul style="list-style-type: none"> <li>Campus-wide</li> <li>Pathways</li> <li>Acceleration</li> <li>Common Assessment/Multiple Measures</li> </ul>	<ul style="list-style-type: none"> <li>We should begin thinking about the design of professional development to address the changes that are coming to funding formulas and guidelines. It was suggested we do a session during Spring 2017 Flex Day, and Michelle stressed the inclusion of adjunct faculty as attendees and presenters.</li> </ul>
10.	Accreditation Update	<ul style="list-style-type: none"> <li>The committee reviewed some excerpts from the current draft of the College's Self-study that directly relate/mention the committee function and purpose, and Basic Skills projects and programs that support our students. Just an FYI as we prepare for our visit.</li> </ul>

	Other - Accomplishments	<ul style="list-style-type: none"> <li>• Anabel shared that the Bridge Program is 1 of 20 finalists for the Examples of Excelencia Initiative, and will be traveling to Washington, DC on September 21 for the award ceremony. Madelyn suggested this achievement be included in the College's Self-study. The committee congratulated her on what is a history of impressive accomplishments by the Bridge Program and students.</li> <li>• Madelyn shared that Univision, a local TV channel, was on campus today to do a feature on School of Continuing Education contextualized IHHS program last week.</li> </ul>
<b>Future Activities:</b>		<p><b>Meetings held:</b> 2<sup>nd</sup> and 4<sup>th</sup> Thursdays 2:30 – 4:00 pm in Bldg. 4, Room 2440</p> <p><b>Fall Meeting dates:</b> Sept. 22, Oct. 13, Oct. 27, Nov. 10, Dec. 8</p>