

Attending:

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

MEETING MINUTES

	Item/Comments	Discussion/Outcome
1.	Approval of the Minutes from September 8, 2016	Approved with some edits.
2.	Report on Statewide Advisory Committee meeting	Madelyn shared a handout highlighting discussions that took place at the last meeting regarding the new funding formula. Though Advisory Committee members can make suggestions and/or requests for changes to the Chancellor’s Office, there is no guarantee such will be taken into consideration.
3.	Purpose and Function Statement review/alignment with High Impact Practices	The P&F statement was reviewed and suggested revisions were made to better reflect current purpose and function. The BSI Projects/High Impact Practices Alignment document was used as a guide. Michelle will revise and send electronically to committee members for final approval; she’ll then submit to the Student Preparation & Success Council.
4.	Discuss possible new projects in acceleration/co-requisite models; contextualized learning for noncredit	There was discussion regarding how the committee can encourage project proposals through outreach to departments and campus communities. The proposal rubric will need to be refined, and Michelle volunteered to develop a PowerPoint presentation that would detail high impact practices, sharing concepts and best practices. It was suggested we conduct proposal workshops/seminars in conjunction with POD, and host brainstorming/triggering sessions. Michelle will put together a list of past and current approved projects with a two-sentence description of each, as a resource.
5.	Professional development needs <ul style="list-style-type: none"> ○ Campus-wide ○ Flex Day Sessions ○ Pathways ○ Acceleration ○ Growth Mindset ○ Common 	Madelyn shared that the committee can approve funding for professional development related to Basic Skills practices. She then led a discussion regarding ways that the committee can get the word out about these opportunities for funding, utilizing the College’s website and our webpage, direct emails and word of mouth by committee

	Assessment/Multiple Measures	members. Irving, Dana, Crystal, Hector, Ivan and Michelle volunteered to speak to faculty within their respective departments.
6.	BSI, SSSP, SEP Plan Integration	Not much to discuss yet because there is no direction from the Chancellor's Office on integrated planning.
7.	Website	Madelyn asked committee members to check Fullerton College's website to look at their Basic Skills page. We should go in the direction of enhancing our website and emphasize student success stories, and including best practices, data and photos of our students. Liz will eventually be responsible for the update and maintenance of our webpage. She'll work with Don to move forward.
Future Activities:		Meetings held: 2 nd and 4 th Thursdays 2:30 – 4:00 pm in Bldg. 4, Room 2440 Fall Meeting dates: Sept. 22, Oct. 13, Oct. 27, Nov. 10, Dec. 8