

Attending:

<input checked="" type="checkbox"/> Glenda Bro (Co-Chair)	<input checked="" type="checkbox"/> Sun Ezzell	<input checked="" type="checkbox"/> Anabel Perez	<input checked="" type="checkbox"/> Matthew Munro
<input checked="" type="checkbox"/> Madelyn Arballo (Co-Chair)	<input checked="" type="checkbox"/> Paul Frahs	<input checked="" type="checkbox"/> Barbara McNeice-Stallard	<input checked="" type="checkbox"/> Bailey Smith
<input checked="" type="checkbox"/> Lisa Ledeboer	<input checked="" type="checkbox"/> Michael Sanetrick	<input checked="" type="checkbox"/> Angel Lujan	<input checked="" type="checkbox"/> Jennifer Peiten
<input checked="" type="checkbox"/> Francisco Doreme	<input checked="" type="checkbox"/> Annel Medina	<input type="checkbox"/> Gen Ed at Large (Vacant)	<input checked="" type="checkbox"/> Katherine Yeh

MINUTES		
	Item/Comments	Discussion/Outcome
1.	Approval of the Minutes from August 28, 2014	The August 28, 2014 meeting minutes were approved with minor edits.
2.	Update on the budget	<p>Madelyn did some research as to why Mt. SAC received less allocation than initially expected from the Basic Skills Initiative funds from the Chancellor's office for 2014-15. The answer isn't clear. A possible reason may be a</p> <ul style="list-style-type: none"> • Change in the formula on how funds are generated and that less money was allocated for non-credit FTEs. Almost 70% of Mt. SAC's BSI funding is generated by non-credit FTEs. <p>The Chancellor's Office has not filled the Basic Skills Coordinator position, so we will likely need to wait to get accurate information about this issue.</p>
3.	Research Report – Bahr Study Chapter and actions for RIE data analyses locally	<p>Glenda can you help with this one?</p> <p>Barbara McNeice-Stallard gave a report on the Bahr Study project related to the "What's Completion Got to Do with It?" study. When the study was replicated at some community colleges, it became clear that a better picture of the non-credit programs at community colleges is needed. As more research is done, Barbara will share the findings with the committee.</p>
4.	Narratives for Chancellor's Report	<p>The committee reviewed and edited the narratives for the Chancellor's report. Glenda will rework the document with the suggested changes and have it ready to be sent with the full report.</p> <p>In the future the committee suggested that we look at the cohort tracker as a group and expand the years to be analyzed to get a more realistic picture of the completion rates of our basic skills students.</p>
5.	<p>Updates:</p> <ul style="list-style-type: none"> • Project Manager Orientations • 2013-2014 Basic Skills Report (Mt. SAC) 	<p>Project Manager Orientations will be held on Sept. 12 and Sept. 18.</p> <p>Annel and Glenda are working to complete the Mt. SAC BSI Report. The project managers have done</p>

		a good job in getting the TracDat data turned in. The report will be emailed to managers for review. A draft of the report will be ready to review by the end of September.
6.	Pathways Report	The committee reviewed data from a Pathways report. Overall the Pathways to Transfer program is very successful. There were great results reported in Course Sequence Progression. In the future it was suggested for the Course Success and Retention Rates by Demographics chart, that Math and English be split by gender.
7.	Other – <ul style="list-style-type: none"> • 3CSN Activities • October 9th meeting 	A “Save the Dates” for 3CSN page of activities was handed out to the committee. Due to Glenda and Madelyn being out of town for the Strengthening Student Success Conference, the October 9 th meeting will be cancelled.
Future Activities:		Meetings held: 2 nd and 4 th Thursdays 2:30 – 4:00 pm in Bldg. 4, Room 2440 Fall Meeting dates: August 28, Sept. 11, Sept. 25, Oct. 9, Oct. 23, Nov. 13, Dec. 4 Spring Meeting dates: Feb. 26, Mar. 12, Mar. 26, Apr. 9, Apr. 23, May 14, May 28, June 11