



**Minutes**  
**Date: February 24<sup>th</sup>, 2016 Time: 1:30 to 3:00 p.m.**  
**Rm. 4402**

**Tri-Chairs:**

Maureen McCarthy                      Teresa Zwack                      Victor Tam

**Members:**

Kerry Bahadur	Ashley Bowden	San Lu
Valerie Fong	Katie Ha	Voltaire Villanueva
Allison Herman	Elaine Kuo	Eric Reed
Sam White	Tilly Wu	Sarah Munoz
Justin Schultz	Susie Huerta	Oudia Mathis
Karen Smith	Liz Leiserson	Saad Azam

**Ex-Officio:**

Kurt Hueg

Agenda:

Time	Topic	Discussion
1:00 – 1:10 PM	Review and Approve Minutes	
1:10 – 1:30 PM	Educational Master Plan	Elaine Kuo
1:30 – 1:50 PM	Review Funding Request Submissions	Tri chairs/members
1:50 – 2:20 PM	Basic Skills and Student Outcomes Transformation Program	Tri chairs/members
2:20 – 2:30 PM	Questions/Concerns/Announcements	

**Present:** Sam White, Katie Ha, Voltaire Villanueva, Eric Reed, Tilly Wu, Debbie Lee, Elaine Kuo, Maureen McCarthy, Teresa Zwack, Victor Tam

1. Minutes from the January 27 meeting were approved.
2. Proposals: Lori Bertani will be handing in her proposal. Eric Reed requested \$748 for four Math My Way textbooks. Victor motioned, Voltaire seconded. Approved.
3. Victor, Teresa, Justin and Maureen attended the Institutional Effectiveness Partnership Initiative (IEPI) workshop in Oakland on February 22. Four strategies to increase student completion of transfer-level courses in English and math were presented:
  - Using multiple measures in student assessments.

- Corequisite Remediation - giving students extra concurrent support to reduce their chances of dropping out.
  - Math and English acceleration courses.
  - Contextualized Instruction.
  - Integrating Instruction with Student Services
5. California Community Colleges (CCC) is sponsoring a \$1.5 million grant over 3 years to assist community colleges in getting students from basic skills courses into college level pathways. A proposal was sent to Foothill's President's Cabinet for their review. If approved, the Basic Skills sub committee will complete the grant application by the deadline of March 25. The proposal's primary components are hiring a Basic Skills Coordinator and 2 Basic Skills Counselors. The sub committee will meet every Monday starting February 29.
  5. Elaine Kuo's presentation was tabled until the May 2016 meeting.

Next Meeting: April 13, 2016 from 1:30 – 3PM