



**FOOTHILL COLLEGE**  
Basic Skills Workgroup

**Minutes**  
Date: January 25<sup>th</sup>, 2017      Time: 2:00 to 3:30 p.m.  
Rm. 4402

**Tri-Chairs:**

Maureen McCarthy                      Teresa Zwack                      Lori Silverman

**Members:**

Kerry Bahadur	Matthew Low	San Lu
Valerie Fong	Katie Ha	Voltaire Villanueva
Allison Herman	Elaine Kuo	Eric Reed
Sam White	Tilly Wu	Sarah Munoz
Justin Schultz	Susie Huerta	
Jiin Liang	Angel Tzeng	

**Ex-Officio:**

Andrew Lamanque

**Agenda:**

Time	Topic	Discussion
2:00 – 2:10 PM	Review and Approve Minutes	
2:10 – 2:25 PM	ESL department retreat funding request	Tri Chairs/members
2:25 – 2:45 PM	Math Summer Bridge Brochure	Tri Chairs/members
2:45 – 3:20 PM	Job descriptions for the Director, Equity Programs and the non-instructional faculty professional development coordinator	Elaine Kuo
3:20 – 3:30 PM	Questions/Concerns/Announcements	