**BASIC SKILLS COORDINATING COMMITTEE**

(Academic Senate Committee – Reports to Student Preparation & Success Council)

Purpose

The purpose of the Basic Skills Coordinating Committee is to provide support, recommendations, and coordination of campus-wide efforts to increase student success by strengthening and improving the delivery of basic skills instruction and services for students. The Basic Skills Coordinating Committee reports to the Academic Senate, the Student Preparation and Success Council, and to other campus entities concerning the planning, coordination and delivery of basic skills instruction and services.

Function

1. Develop and recommend actions that may be taken on an institutional level to improve progression and success of basic skills students.
2. Conduct long- and short-range planning for campus-wide Basic Skills efforts in connection with the Basic Skills Initiative.
3. Direct and review ongoing assessment data concerning the effectiveness of basic skills-funded projects and make recommendations for use of this data to improve outcomes.
4. Provide a forum for cross-disciplinary examination of evidence-based practices and principles, and to promote dissemination of effective practices to the campus.
5. Make recommendations for the allocation of basic skills resources.

Membership (18)

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|  | Position Represented | Name | Term |
| 1. | Instructional Manager (Co-Chair) (appointed by the Vice President, Instruction) | Madelyn Arballo | ongoing |
| 2. | Basic Skills Faculty Coordinator (Co-Chair) | Michelle Dougherty | 2016-18 |
| 3. | Manager of Non-Credit Programs (ABE/ESL) (appointed by the Vice President, Instruction) | Lesley Johnson | ongoing |
| 4. | Research & Institutional Effectiveness  (appointed by the Vice President, Instruction) | Barbara McNeice-Stallard | ongoing |
| 5. | Vacant | ongoing |
| 6. | Manager in Learning Assistance Center (appointed by the Vice President, Instruction) | Romelia Salinas | 2015-18 |
| 7. | Counselor representing Learning Communities (recommended by the Vice President, Student Services, and appointed by the Academic Senate) | Anabel Perez | 2016-19 |
| 8. | Management from Student Services (appointed by the Vice President, Student Services) | Ivan Peña | 2016-19 |
| 9. | Faculty representing LAC (appointed by the Academic Senate) | Carolyn Robinson | 2016-19 |
| 10. | Faculty representing English (appointed by the Academic Senate) | Peter Churchill | 2017-20 |
| 11. | Faculty representing Math (appointed by the Academic Senate) | Irving Lai | 2016-19 |
| 12. | Faculty representing AmLA (appointed by the Academic Senate) | Barbara Mezaki | 2015-18 |
| 13. | Faculty representing Counseling (appointed by the Academic Senate) | Hector Sanchez | 2015-18 |
| 14. | Faculty representing General (appointed by the Academic Senate) | Vacant | 2015-18 |
| 15. | Faculty representing CTE (appointed by the Academic Senate) | Shelby White | 2017-20 |
| 16. | Faculty representing Non-Credit Adult Basic Education (appointed by the Academic Senate) | Crystal Valdez | 2017-20 |
| 17. | Faculty representing Non-Credit ESL (appointed by the Academic Senate) | Dana Miho | 2016-19 |
| 18. | Student (appointed by the Associated Students) | Vacant | 2017-18 |

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| 2017-18 Committee Goals | | Link to College Goal # |
| GOAL #1: | Committee website up-to-date | 6, 11, 14 |
| GOAL #2: | Increase the number of students who complete a transfer-level course or completed degree within two years of enrolling in their first basic skills English or math course. | 1, 5, 6, 9 |
| GOAL #3: | Increase the number of students who complete a basic skills course. | 9, 1, 6 |
| GOAL #4: | Increase the number of noncredit certificates earned in 2017-18 from the previous year by at least 10%. | 1, 2, 5, 9, 13 |
| GOAL #5: | Promote professional development opportunities for innovation in teaching that demonstrates student success. | 10, 7, 14, 11, 8, 9, 3 |
| GOAL #6: | Create and support interventions and success strategies for basic skills courses. | 1, 5, 3, 9 |
| GOAL #7: | The Research & Institutional Effectiveness department will support Basic Skills Coordinating Committee’s project management and alignment to institutional changes in plans. | 10, 14 |

Membership Meeting Times:

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| --- | --- | --- | --- | --- |
| COMMITTEE TYPE | CO-CHAIRS | MEETING SCHEDULE | LOCATION | TIME |
| Academic Senate | Michelle Dougherty/ Madelyn Arballo | 2nd and 4th Thursdays of the month | 4-2440 | 2:30-4:00 p.m. |

Person Responsible to Maintain Committee Website: Kirk Kirkwood

[kkirkwood@mtsac.edu](mailto:kkirkwood@mtsac.edu)

College Website Link and Last Time Website Was Updated:

[www.mtsac.edu/governance/committees/bscc/index](http://www.mtsac.edu/governance/committees/bscc/index)