**BCC Education Committee for Quality Programs and Services**

Meeting Date: Thursday, 4/10/2014

Co-Chairs: May Chen and Carlos Cortez

Recorder: Joanna Louie

Attendants: Hermia Yam, Katherine Bergman, Lilia Celhay, Nate Heller, Joshua Boatright, Paula Coil, Jenny Lowood, Adan Olmedo, Alley Young, Roberto Gonzales, Fatima Shah

Guests:

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| **Agenda Item** | **Discussion** | **Follow-up Action** | **Decisions****(Shared Agreement/Resolved or Unresolved?)** |
| Meeting called to order | 12:24 P.M. |  |  |
| 1. Approve Agenda
 | Agenda Approved. | Lilia will chair this meeting next time and there will be fewer items on the agenda. | Resolved. |
| 1. Review and approve meeting minutes
 | Approved.  | Alley suggested making correction under section V- adding the word international before students at DVC. | Resolved. |
| 1. Ed Committee membership and purpose- confirm and approve the membership and purpose of this committee
 | Approved. | Jenny Lowood and Paula Coil will make technical edits and send back to May Chen. | Resolved. |
| 1. District Ed Committee Report (May Chen and Ed. Committee members)
 | BCC wants to ensure communication from the District. Lists of faculty and classified needs in alphabetical order were submitted to the District. District Leadership going over next year’s budget for new hires. Measure A/B/E not being utilized so District is asking colleges to apply with purpose to use money. Due to budget cuts during the last few years, we did not meet our strict PBC FON (faculty obligation number). District decided to go with column B (full-time faculty) and met our FON. We are now in compliance with the state. BCC has far fewer classified staff than other colleges. With cuts in categorical funding, it had a devastating impact on classified staff. BCC has requested District to increase its contribution to DSPS. DSPS coordinators are working together to ask for increase because it is a federal mandate.  | May Chen will forward to Ed. Committee members the proposal from District for colleges to apply with purpose to use the monies.  |  |
| 1. ACCJC 2014 Annual Report and Institutional Set Standards for Student Achievement
 | ACCJC requested the colleges to submit 2014 annual reports. On the ACCJC ‘Getting Started – 2014 Annual Report,’ pg. 4 item #15 – definition of this year’s annual report is different from last year’s. This year is defined as number of student completion of degrees and certificates. Last year was defined as number of degrees and certificates awarded.  |  |  |
| 1. Grants Update- a.) Career Pathway Trust. b.) Deputy Sector Navigator- Multimedia Arts. c.) Letter of Interest- k-12, CC, CSU, Linked Learning (Katherine Bergman)
 | 1. Katherine working on getting grant-funded workforce development position. It is also added to the Classified Prioritization list. District hired person to run the Career Pathway Trust grant. Will use money in span of 4 years.
2. This grant is to build regional industry partnerships in the Information and Communications Technology (ICT)/Digital media sector. Chancellor’s Office said everyone is able to apply. BCC’s MMART faculty member, Mary Clarke-Miller, has agreed to be put forward in the application for this position. RFA due in mid-April.
3. State request letter of interest for Linked Learning Initiative. Katherine working on putting together RFA. It is a $75,000 grant to explore linked learning pathways. Katherine wants to know if this is something BCC is interested in putting in request for. Not requesting for grant, but putting in areas of interest.
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| 1. Faculty Advising (Cleavon Smith)
 | Cleavon Smith was not present to discuss.Suggestion to have Faculty Advising connecting with ADT. Paula Coil and Heather Dodge asked to participate in the ADT Taskforce. | Alley will have more information at the next meeting.  |  |
| 1. RP Group (Jenny Lowood)
 | Eva Schiorring came to BCC and developed a survey for students. PIE Committee looked at the data and the student surveys done by RP Group and campus. Everything pointed in the same direction- students are very happy with quality of counseling but they are not happy with the availability of the counselors. Found low student engagement due to not being able to have a mentor. RP Group discovered when students first get to BCC; students try to get connected with a counselor and then a faculty member. One recommendation is to have systematic approach when counseling has peak enrollment times and integrate faculty in that. SARS will be up and running in Spring 2015. It is a database for students to make appointments with counselors. Students will swipe their student ID cards and the time will be saved into the system. The student will then be notified via email/text to return to the counseling department when their appointment is up next. The issue of scarce number of counselors still stands.  |  |  |
| 1. Shared Governance Review and Gateway to College (Carlos)
 | Gateway to College reached out to BCC and there is a possibility in linking our Persist to College Program to Gateway to College, which is to have students take 1 year of college courses while in junior high. GTC tracks data and helps us manage it. One cohort of 35 students (pilot program) will begin this Fall.  |  |  |
| 1. Course Repetition (Brenda Johnson)
 | Brenda Johnson was not present to discuss.  |  |  |