

# Berkeley Education Committee [BEC]

October 2012

Topic:	Discussion Points:	Action Items & Responsible Party
I. Agenda Review	Additions: CCSSE and Assessment Specialist	
II. Committee Membership	Agreement that the Ed Committee needs more student services representation.	Brenda Johnson will contact Ramona Butler for a classified representative.
III. Meeting Time	Set meeting dates for November and December. November 15: 11:00-12:00 TLC December 13: 11:00-12:00 TLC	Co-Chairs will inform committee members and campus community via email.
IV. Review of PBI Model and Operating Principles	Handout: PBI Model Overview with Operating Principles Discussion: What is the function of the BEC, particularly regarding its relationship with the Roundtable? <ul style="list-style-type: none"> <li>Review recommendations of other Roundtable committees and make recommendations to them.</li> <li>Consolidate and communicate regarding information about related projects across committees.</li> <li>Maintain robust lines of communication.</li> </ul>	BEC established a Public Relations Subcommittee to establish clear channels of communication for BEC. Members: Cleavon, Gabe, Dylan
V. Review of BCC Goals & District Strategic Goals	Handouts: BCC College Goals 2012-13; District Strategic Goals & Institutional Outcomes 2012-2013	<u>Recommendation to Roundtable:</u> Create and maintain email and linked webpage communication channels. Committee members agreed to review 3 handouts and discuss at next meeting.
VI. CCSSE	CCSSE is "an effective tool in professional development that will contribute to a data-driven process." CCSSE provides statistically significant results.	Consensus agreement: to register by Nov 1 for the trio of surveys that will give us meaningful data.
VII. Assessment Specialist	Discussion about need to have stable, permanent classified position that supports assessment activities at BCC. Should BEC make recommendation to Roundtable?	Agreed that Classified Senate must be involved in conversation about new classified positions.

Attendees: Dylan Eret, Jenny Lowwood, Gabe Winer

Co-Chairs: Cleavon Smith, Brenda Johnson, Linda Berry

