Hello everyone. On Tuesday we had our first meeting of the new Basic Skills Committee. Jane Sneed convened the meeting, and the members voted as Co-Chairs Hal Huntsman and myself. So... here we go.

Fifteen faculty, staff and administrators attended, and the rest of you are on the mailing list because you have expressed interest in the basic skills agenda at City College. Please let Hal or me know of others who we should add to the list, or if you would like us to take you off the list.

Future meetings for Fall 03 are as follows:
Tuesday, November 4th, 2:30-4:00 in C258. At this meeting we will discuss Items #1 and #2 below.
Tuesday, December 2nd, 2:30-4:00 in C258

At the first meeting we discussed our "charge" as the Basic Skills Sub-Committee of the Academic Policies Committee. We understand that it is up to us to define our goals and objectives. At this point our working goals include:

1. Address the CCSF Strategic Plan's Priority #1 on Basic Skills:
   See the plan at:  
   http://www.ccsf.edu/Offices/Research_Planning/strategic_implement.htm

2. Read and discuss articles on basic skills and "best practices" at other community colleges, with the goal of forming recommendations:
   a. Read and discuss the article Jane Sneed distributed at the first meeting, "A Survey of Effective Practices in Basic Skills" by the Academic Senate for California Community Colleges. You can find a copy at:  
   http://www.academicsenate.cc.ca.us/Publications/Papers/BasicSkillsEffective.htm
   b. Read and discuss a related article by Hunter Boylan, "Program Components and their Relationship to Student Performance." You can find a copy at:  
   http://www.ncde.appstate.edu/prog_components.html

3. Address the Enhanced Self-Study recommendations for Basic Skills:  

4. Review CCSF's Basic Skills programs.
   a. Analyze the research presented by the Office of Research and Planning during the first meeting.
b. Analyze CCSF's Basic Skills programs using the NADE "Self-Evaluation Guide for Developmental Coursework Programs."

5. Address CCSF's Assessment and Student Learning Outcomes process in Basic Skills.

6. Develop our definition of "Basic Skills" for the purposes of this committee.

We look forward to seeing you at the next meeting, Hal and Nadine