 Council for Basic Skills

January 26, 2024, Meeting Minutes

# Call To Order

A meeting of the Council for Basic Skills (CBS) was held via Zoom on January 26, 2024. Meeting Materials on SBCTC – [CBS website](https://www.sbctc.edu/colleges-staff/commissions-councils/cbs/meeting-cbs-2018-04.aspx).

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# Members in attendance

Angela Driver-Bates, Ted Mansfield -Bellevue, Judi Wise-BTC, Jody Bortz-BBCC, Neda Rabbanian -Cascadia, Lindsey Garcia & Liselotte Thompson- Centralia College, Heidi Summers & Sara Gallow-Clark, Jenna Pollock-CPTC, Daphne Larios -CBC, Marissa Davison-CASC, Christine Kobayashi-EDCC, Katie Jensen-EVCC, Steve Washburn-Highline, Judy Faast-Hopelink, Karen Lee & Kelly Cover-Tan-LWIT, Cat Howell-Lit.Source, Theresa Stalick-LCC, Amanda Piesik & Elaine Williams- Olympic College, Amie Batton- Peninsula, Lori Griffin-Pierce, Samantha Nelson, Ali Cohen -RTC, Paprika Stephanie Sareeram-Shoreline, Jennifer Boland-SVC, Jennifer Barber-SPSCC, Sherri Fujita & Sarah Stiffler-Spokane, Rebecca Jayasundara-TCC, Amy Diehr-TCH, Carol Fitzgerald-WA State Penn, Tobi Martinez -Whatcom, and Lori Kunkler-YVC

**Welcome, announcements and agenda – Sherri Fujita**

* Welcome to the new members. Please look at this team as a resource for you and know that we are here to help you as needed.
* There are two co-chairs needed for two sub committees. Equity and Guided pathways
* A reminder to explore and use the CBS Teams channel and provided a brief review on how it works.

Seven Minute Networking

* Broke out into random mini groups for seven minutes to talk about anything that is on our minds.

## Instruction Commission update -*Kristen Finnel, vice president of instruction at lower Columbia College*

The IC is currently looking to assign a new Representative to this committee as our previous Representative has moved on. We should have a new one by our next meeting.

**IC updates**

* One vision. This year is trying to mentor all our new vice presidents.
* In progress is the reallocation of current allocation funding model.
  + If we are going to be changing the model across the state, we really need to have an in-depth knowledge of the current model to see how that impacts our own colleges.
  + Reallocation of worker retraining funding. What the state has discovered is that some of, the money has not necessarily been following all our worker retraining students. some colleges have had additional funding for less students where other colleges have more students and less funding. We are trying to figure out how to make sure that the money is following where those students are attending school.
* new modality definitions

## Collaboration

The Council was divided up into groups for two 30-minute rotations to discuss:

* GED/HS+ - Student recruitment
* ESL - Faculty hiring, burnout, etc.
* Collaborating with Workforce Development Council (WDC) and community employers
* ABE skill building classes – prep for HSC classes and/or college-level classes.
* Tuition waivers for BEdA students in college classes

## Committee time

Sherri Fujita shared that each committee has their own specific folder in TEAMS where they can share documents, work plans, notes, etc. This is also where each committee is to save their minutes from meetings, in person or virtual.

All minutes for the breakout sessions provided by each committee can be found in TEAMS.

## sbctc updates

LACES (Literacy, Adult and community education system)

Scott Toscano Program Administrator, Basic Education for Adults (WIOA Title II AEFLA)

As of this month (January) we are Verifying the requirements established in the request for proposal are met then moving into a discovery phase to learn more about all the specifics of the system and to then start moving into a configuration process. We can customize it to best fit our needs. We already see it has quite a bit of expanded functionality, for example:

* Reporting
  + Every column is sortable and searchable.
  + Graphic reports
  + Pie charts and you can click on and get a list of the students that are included in that result.
* Has a student facing portal.
  + Built in intake form you can push that out to students and then when they fill it out, then that data is already in the system. And connected to their record.
* CASAS
  + When doing e-testing, the results go to the (CASAS) cloud and LACES can pull that data and tie it to the students records automatically.

In addition, there are more items we are looking to add as a customization after the initial launch which is slated for May of this year. Training will include face-to-face meetings, webinars, pre-recorded videos as well as written documentation so you can self-study. We will also have face to face learning opportunities during the BEdA Biennial Conference. We will have customized training at beginner and intermediate level, as well as some focused-on teachers, and reporting for Deans and Directors, just to name a few.

State Legislative Update

Troy Goracke Policy Associate. Basic Education for Adults and State GED Administrator

This year’s legislative season is a short one at 60 days instead of 105. Here are some bills we are watching.

* Senate bill, 62 64
  + supporting the implementation of competency-based education in K-12
* Senate bill 58 50
  + Barrier reduction funds for all open doors students and that would come to not just open doors students that are doing programs not in our colleges but also open-door students that are doing programs in our colleges or if they're in a community-based organization as well, any of those partnerships, there'd be dollars for transportation, nutrition, to pay for equipment that students would need.
  + These funds would flow to the students that are working in partnership with our colleges and taking courses there.
* House bill 2035
  + Collecting data statewide on students who withdraw from K 12 education or for either go to a private school or to enter home based instruction.
  + This one is basically a nonissue but one were keeping an eye on.

## Treasurers report

Sara Gallow

We have $21,185 currently in the account. We still have a couple of providers they have not paid since last year and we have gotten some for this year, but we still have about half that need to pay. Please keep an eye out for a message from me next week if you have outstanding dues. If you feel like you already paid just let me know and we can research, it for you.

## ACTION ITEMS

* Keep talking to your VPI advocating for the work that we do. Focus on the work plan.
* Please continue to work within your committees.

**Adjourn**

**2023-24 Upcoming Meetings**

**Spring:** May 16-17, 2024 – Big Bend Community College