

Attending:

<input checked="" type="checkbox"/> Michelle Dougherty (Co-Chair)	<input checked="" type="checkbox"/> Shelby White	<input checked="" type="checkbox"/> Anabel Perez	<input checked="" type="checkbox"/> Hector Sanchez
<input checked="" type="checkbox"/> Madelyn Arballo (Co-Chair)	<input checked="" type="checkbox"/> Paul Frahs	<input type="checkbox"/> Barbara McNeice-Stallard	<input type="checkbox"/> Barbara Mezaki
<input checked="" type="checkbox"/> Ivan Pena	<input checked="" type="checkbox"/> Dana Miho	<input checked="" type="checkbox"/> Irving Lai	<input checked="" type="checkbox"/> Crystal Valdez
<input checked="" type="checkbox"/> Carolyn Robinson	<input checked="" type="checkbox"/> Annel Medina Tagarao	<input checked="" type="checkbox"/> Romelia Salinas	<input type="checkbox"/> Joshua Aligam
			<input checked="" type="checkbox"/> Don Sciore

Meeting Minutes	
Item/Comments	Discussion/Outcome
1. Approval of the Minutes from October 13, 2016	Approved with correction (Romelia Salinas in attendance).
2. Updated Call for Proposals and Rubric	Committee members reviewed and discussed updates to Call for Proposals document. Michelle will make edits and email to committee members. There was discussion regarding revisions to the proposal application form. Liz will create a fillable PDF form; Don will research options for electronic signature/approval. Committee members agreed to also accept an email from appropriate approver(s). Committee members reviewed and made suggestions for edits to the rubric. Michelle will bring the edited version back to the next meeting.
3. Work Groups Check-in	Work groups will give an update at the December 8 meeting.
4. Other	Madelyn will give an update from on the November 8 th state Basic Skills Advisory Committee meeting at the next meeting.
	<p>Meetings held: 2nd and 4th Thursdays 2:30 – 4:00 pm in Bldg. 12, Room 1220</p> <p>Fall Meeting dates: Nov. 10, Dec. 8</p>