

Attending:

- | | | | |
|---|--|---|--|
| <input checked="" type="checkbox"/> Michelle Dougherty (Co-Chair) | <input type="checkbox"/> Shelby White | <input checked="" type="checkbox"/> Anabel Perez | <input checked="" type="checkbox"/> Hector Sanchez |
| <input type="checkbox"/> Madelyn Arballo (Co-Chair) | <input type="checkbox"/> Paul Frahs | <input type="checkbox"/> Barbara McNeice-Stallard | <input checked="" type="checkbox"/> Barbara Mezaki |
| <input checked="" type="checkbox"/> Ivan Pena | <input 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 type="checkbox"/> Romelia Salinas | <input type="checkbox"/> Don Sciore |

Meeting Minutes		
	Item/Comments	Discussion/Outcome
1.	Approval of the Minutes from October 27, 2016	Minutes will be sent to committee members via email.
2.	Updated Call for Proposals and Rubric	Committee members reviewed the updated documents, and discussion regarding definition of traditionally disadvantaged students followed. Members reviewed the <i>Student Equity 2014-15 Expenditure Guidelines</i> from the Chancellor's Office, and Annel suggested committee members refer to the current Student Equity Plan. Since project proposals need to provide data to support project need, Michelle will include data resource information at the POD workshop she'll be conducting in spring. Michelle will make suggested edits to both documents and send updated versions to committee members via email.
3.	Mid-Year Report	Committee members reviewed a draft version of this document. Suggested edits (spacing and alignment) will be made by Liz; she will create a fillable PDF version.
4.	Integrated Planning Update	No update.
5.	Purpose of Basic Skills Instruction at Community Colleges	Michelle led discussion regarding Basic Skills student needs, and the reasons our students are taking Basic Skills classes (job re-entry/preparedness, high school diploma, certificate completion, etc.) Michelle asked committee members to reflect on the subject and bring back their thoughts at the next meeting.