

Attending:

<input checked="" type="checkbox"/> Michelle Dougherty (Co-Chair)	<input checked="" type="checkbox"/> Sun Ezzell	<input checked="" type="checkbox"/> Anabel Perez	<input checked="" type="checkbox"/> Hector Sanchez	<input type="checkbox"/>
<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 type="checkbox"/>
<input type="checkbox"/> Ivan Pena	<input checked="" type="checkbox"/> Michael Sanetrick	<input type="checkbox"/> Janet Mc Mullin	<input checked="" type="checkbox"/> Crystal Valdez	<input type="checkbox"/>
	<input checked="" type="checkbox"/> Annel Medina Tagarao	<input checked="" type="checkbox"/> Bailey Smith		<input type="checkbox"/>

MINUTES		
	Item/Comments	Discussion/Outcome
1.	Approval of the Minutes from March 3, 2016	Since there was not a quorum at the March 3rd meeting the minutes were only reviewed and not approved.
2.	Budget and state allocation report	<p>Of the \$1,241,378 that was allocated to the Basic Skills Initiative for 2015-16 the committee allocated \$870,000 towards projects. \$420,004 was allocated to positions and \$250,000 remains unallocated. There has been a \$13,000 reduction in the original funding. The project managers are doing a good job of spending down the funds. There is traditionally heavier spending during the Spring semester. We anticipate having approximately \$100,000 in roll over funds at the end of June.</p> <p>Madelyn will share specific budget information at the next meeting.</p>
3.	Midterm report requests	<p>All of the projects are spending down their funds. We have 2 funding requests from the Mid-term reports:</p> <p>VESL has asked for \$1,500 to cover the entire year of in-class tutors. The Tutoring project asked for \$4,100 for EOPs and \$5,000 for the LAC.</p> <p>The committee approved the requests to fund.</p>
4.	Rubric review and norming	<p><u>Rubric Criterion #1:</u> The committee discussed that the high degree of student involvement/depth of involvement does not mean the quantity of time involved, rather the level and quality of student engagement. An example would be the Give Me 20 project where students read 20 minutes a day, learn new vocabulary, write a 2 page book report and meet one-on-one with ESL library instructors to review their progress.</p>

5.	Proposal timeline	Madelyn reviewed the Call for Proposals timeline. A handout with the timeline was given out. The Proposal rating sheets are due to Sally on 3/22/16 by 5 pm. Sally will provide the Proposals by order of rating, highest to lowest for the 3/24/16 meeting.
6.	English 68 degree applicability	
Future Activities:		Meetings held: 2 nd and 4 th Thursdays 2:30 – 4:00 pm in Bldg. 4, Room 2440 Spring Meeting dates: Mar. 3, Mar. 10, Mar. 24, Apr. 14, Apr. 28, May 12, May 26