Porterville College

Basic Skills Initiative Committee Meeting Minutes

Wednesday September 6, 2017

Present: Elizabeth Buchanan, Reagan Dozier, Patty Serrato, Kailani Knutson, Joy Lawrence, Elizabeth Keele, Di Regan, Miranda Warren.

1. Call to Order: 11:00am
2. Adoption of Agenda: M: Elizabeth K S: Patty S
3. Informational Items:
	1. Kailani- BSI Budget 17/18

-RP010: There was $17,000 unspent that we were able to roll over to this fiscal year. Some of this money will be used for the new LRC technician and the Committee will need to look at how to spend the remaining this fiscal year.

-RP022- There was some unspent money due to not having a Basic Skills Program Manager. The Basic Skills Committee should start looking into conferences for professional development as well as other ideas for basic skills needs on campus.

* 1. Review BSI Proposal form: Handout. The Committee reviewed the Basic Skills Proposal Form and agreed to add to the description as well as add “Goals” to the form. There will be a rough draft at the next meeting.
1. Next Meeting: Wednesday October 4th 11:00-12:00 pending room L-405