1. Meeting Called to Order: Present: Erin Wall, Barbara Jaffari, Pam Kessler, Harry Pike, (absent Sheila Hall, Angelina Hill.)

2. Approve Notes-N/A

3. Action Items
   3.1 2012-13 BSI Funding Report:
   - The narrative will include how funds are assessed and related to college’s institutional plans. Erin will meet with Angelina to complete item #3.
   - Current year planning will be based on the BSC’s long term goals and an approximate dollar amount will be allotted to equal the 2013-14 funding goals. Erin will log ideas and dollars and circulate to the committee for final review and approval.
   - The committee will look into meeting at a different time (e.g. 9am on the first Friday, or first and third Fridays is one possibility).

4. Discussion Items
   4.1 Reviewing Operating Agreement:
   - Basic skills is now a subcommittee to enrollment management (more of a task force but for purposes of searching out areas to improve basic skills will operate as a committee)
   - Erin will be the administrative co-chair and a faculty co-chair will be determined. Committee membership was discussed: Suggested inviting Bruce Wagner from EMC; Pam Kessler will represent English, Barbara Jaffari for CTE, Sheila Hall and Harry Pyke for student services, Julia Peterson for non-credit.

5. Reports

Meeting Adjourned. Next meeting: Friday, November 1, at 9am.

Future Agenda item: Remind BSC funding applicants to report outcomes and assessments.