CALL TO ORDER: The meeting was called to order at 3:15 p.m. by Jason Hough.

Approval of Minutes: The minutes from October 20, 2014 meeting were approved with correction.

Prioritization of Goals: Activities and Outcomes from SEP, small groups of two/three members to brainstorm doable activities.

Group A and B: Jim Riley and Carol King.
Area A – Outreach
Area B 1a. – Accuplacer Prep will be available before taking the test. Jason will look into a workshop for the committee members to take the accuplacer test. Kathy will look into funding.

Group C: Meagan Plumb, Maya Watson, and Laura Fatuzzo.
Area C.1a. Continuing with Student Success Center and would like to invite Margie Wiebush and have her present on area C.5. Foster Youth Program.

Hartnell College Mission Statement
Focusing on the needs of the Salinas Valley, Hartnell College provides educational opportunities for students to reach academic goals in an environment committed to student learning, achievement, and success.
Group D and E: Frank Henderson, Jason Hough, and Delia Edeza. First year students in tutoring should have an Educational Plan. This can help refer students to early alert counselors.

**Title V Grant**: Motioned to table by Carol King. Motion approved.

**Life Skill Laboratory**: Handouts were provided with daily workshops on Basic Skills.

**Adjournment**: 4:43 p.m.