Present: Choton Basu, Gary Harms, Linda Long

The subcommittee met to finalize items on how to conduct the pilot for our sub-committee.

It was confirmed that T&IR would meet the committee members on November 2, 2004 at 3.30 pm

The significant portion of the meeting time was spent in finalizing the questions for the Nov 2\textsuperscript{nd} meeting.

It was decided that we would focus on budgets issues, resource programs, mission-driven activity and process issues. The subcommittee still has a target date of April 1 for completion of the report. It will probably look much like an OPR summary. We will start with 7-8 highlights or key achievements in the area.

John Stone clarified that it may not be easy to connect student learning and the resources but we can try to show the linkage between availability of resources and student learning.

The group will meet with T&IR representatives on Nov 2, 2004 at 3.30 pm.