Learning Support Center Coordination Committee (LSC3)
Meeting Summary
Date: October 4, 2016
Time: 3:00 p.m. to 4:30 p.m.
Location: CSM Learning Center

Agenda was approved without revision.

Meeting Summary from May 3, 2016 was not available so carried over to November 1, 2016 meeting.

Program Review: There was a discussion regarding completing program review forms for the labs and centers. Initially usage data for the labs was not available; however, at the time of the meeting the data for both labs and centers was available through the program review web page. Some of the data labels were slightly off, indicating Fall 16 when it is actually data for Fall '15. There were some questions about how and where to include Best Practices assessments in the Program Review document. Each lab/center is supposed to assess 1 or 2 Best Practices each year and include that data in their program review. It may be easiest to include that assessment in section 2 along with SLO assessment. Some clarification may be needed, perhaps adding a section somewhere Best Practices are explicitly indicated.

Prioritization of Program Review resource requests: Jennifer reminded the group of the process for making resource requests. There is an online form that is submitted along with Program Review. LSC3 will take up prioritizing requests so that Jennifer can better advocate for labs/centers when those discussions take place. Questions about resource requests can be sent to Jennifer. Kate reminded everyone that when making requests, especially for additional staff or faculty positions, that it is important to have a good, needs-based summary of what you want and why you are requesting that resource. It is important to make your case.

Expanding LSC3 Participation: Ron had originally raised the idea of inviting other centers, like VROC, which are not necessarily academic support centers/labs but there may be support services offered within those spaces. Jennifer shared some background for new members on the role of LSC3. Its purpose has always been a little vague outside some of the very concrete actions needed for activities like accreditation.

There was a discussion of the rationale for asking others to join LSC3 versus inviting them as guests to share what they are doing and how the academic labs/centers may be able to support their efforts. The idea of "field trips" and having LSC3 visit some of these places was also brought up. The conversation ultimately came around to how the learning centers and labs could better support our diverse student population in the spaces they are occupying. This may be part of a spring discussion or flex day activity around themes and trends.

Announcements: Now that the library is part of ASLT division there have been discussions about integrating library and learning support services through a Director of Learning Commons position but that is still in early planning stages.

The Business lab no longer is open for evening hours.

Meeting was adjourned at 4:00 p.m.