

Centers Coordinators Meeting Meeting Summary

Tuesday, April 17, 2012
Learning Center, 3:30-5:30

1. Draft a common Program/Admin. SLO
Suggestions to get us started:

Program Level Outcomes (PLOs) for CSM Learning Support Centers

1. Students will have knowledge of Center's name resources and how to access them.
2. To increase persistence, retention, and completion rates among the students who utilize Center's name services.
3. Increase active learning by promoting and tracking student usage of the Center's name.

What are we trying to accomplish?

- i. We need to have a common outcome, some consistency to help meet the needs of students.
- ii. Do we want to create this or maintain the current SLOs
- iii. What do we want students to learn about this program (the larger spectrum of all centers and labs)
- iv. Cheryle mentioned a sample survey or SLOs presented by Ventrua College. She found that the structure was key:
 1. "Student will..." So how would we state the measures in a questions?
- v. SLOs need to ask students what they know, their knowledge of the resources and access to these resources. This needs to be included in the catalogue next to the Learning Centers (Program SLOs).
 1. Students will need to demonstrate knowledge of available resources, names of centers, how to access and utilize them.
 2. The student will be able to identify and access resources.=
Program SLO "What is it that they are access?"
 3. Students will be able to identify necessary resources.
 4. Assess the effectiveness of the LC.

- b. NEED TO Send a reminder about
- c. Mohsen Janatpou

2. Consider individual Center SLOs

- Please look through these and examine the current SLOs from other labs
- Determine what are and are not SLOs
- Moshen is suggesting that we each go through individually
- Cathy- these will be modified for the new year

- GOAL: need to revise all individual SLOs so that we can see perhaps some commonalities and differences. Needs to be done through the fall.
 - Will there be a reminder and deadline? MARCH 2013
3. Review Existing Equipment and Software, Hours, and Needs (for what you'd like in the LC)
 - Need to add Library
 - Possibly opening on Saturday and extending hours on Friday.
 4. Review Unmet or Emergency Equipment needs
 - Staffing: ISC = Part time lab tech only, so we need another full time (This is a proposal that needs to be sent to college senate)
 - Theresa: Anatomy and Physiology Center
 - \$5,000 approved
 - Approved Ya Pings Request \$2,000
 - Theresa Martin ISC: Need to replace all the computers (\$40,000)
 - MESA Grant? Not sure
 - Measure G funds are carried over, won't lose them
 - Math total cost = \$700

ALL REQUESTS APPROVED.

To-Do:

1. If you've revised SLOs since your last program review, please forward them to Laura. (Laura will collect SLOs from Program Reviews to project for the group to help us work on them.)
2. Continue to send Jennifer Existing Equipment, Existing Software, and Hours of Operation information.
3. Continue to send James Unmet (from the last lab or center program review) and Emergency Equipment Needs.

Reminders:

1. Target Date for the Centers Survey is April 9.
2. There are various ways to implement the Survey: Embed on website or at various web locations, create links on Center computers, have students in class complete it. PRIE will send out email to all students, probably several times.
3. ESL, Reading, English, and Math will work individually with PRIE on their surveys

Student Surveys brought up.

As a group can we make it a GOAL to review the SLOs for our next program review. March 25th 2013.

Need to document the hours and content/ dialogue of meetings.