

Learning Support Centers Coordination Committee (LSC3)

Meeting Summary

Date: May 05, 2015

Time: 3:00 p.m. to 4:30 p.m.

Location: CSM Learning Center

Facilitator: Ron

Note-taker: Kristi

Attendance: Melissa Green, Russell Cunningham, Ron Andrade, Kristi Ridgway, Jamie Marron, Kathy Diamond, Kathleen Steele, YaPing Li, Colby Nixon, Cheryl Gregory, Lena Feinman

1) Review of Agenda

Kathleen requested that the Themes & Trends discussion be delayed to fall. After some discussion, the group agreed to table the discussion until fall.

She also asked that the structure of the Centers be clarified since it's confusing to report to two deans. Kathy suggested putting an Agenda item for fall: the new/changing role of the Committee, reporting structure, meetings, etc.

2) Review of Meeting Summary from April 7, 2015

Approved without changes.

3) New Business

Priorities forwarded to Dean for FY 15-16 Requests

IPC equipment and material requests have been reviewed and should be reported this week. Position requests are still under review. According to IPC, first attention will be given to compliance, external mandates, health and safety issues.

Program Review – Themes and Trends – tabled until fall

What are we doing as a committee?

Kathy proposed we meet and do a tour of the Centers for the fall to better know the Centers. She suggested we identify issues at the beginning of the semester and have that drive the meetings and their frequency.

Kathleen would like to see the committee change from compliance to students and learning. Now that we are done with responding to Accreditation, it is a good time to re-

consider the focus of the meetings. Jamie mentioned that we need to make sure that we are recording our meeting time as working on/responding to needs.

The first Tuesday of the month, 3pm, works for semi-regular meetings, starting in the fall with October. Ron will confirm this by e-mail (Kathy mentioned confirming with David Locke). No meeting in September because we are waiting on Academic Senate's discussion and resolution regarding the faculty co-lead and committee structure (the co-lead position may be vacant for the first meeting in the fall as Kristi's term is up).

4) Announcements

- **Reminder: Assess Best Practices and include the results in Program Review**
(Faculty discussed that Program Review may become a 2-year cycle rather than yearly, depending on the outcome of the recent vote; faculty discussed how it is a huge workload for single faculty departments and faculty overseeing large Centers. Academic Senate is trying to find ways to help distribute committee and other work so that the faculty who do participate are not so overloaded.)

- **Online Tutoring Update**

The statewide community college system has selected an online tutoring platform (free) and provider (for a contract fee), which is available to our Centers. Ron is investigating this resource this summer. Stay tuned. Kathleen asked about their pedagogy. Cheryl wanted to know if we could “play” student with them to check out the resource. We can use it to do online tutoring for us or contract the tutoring out. A question raised: How do you monitor that tutoring it taking place? Kathleen suggested appointments. Jamie mentioned that OEI community colleges are starting to use it.

Faculty asked for Ron to e-mail the link out so faculty could check it out. Lena heard that Mathematics and Physics are great. Kathleen said it would be great for all the labs to use the same platform.

Next Meeting: Tues., Oct. 6, 3pm in the Learning Center

Future Agenda Items:

- Themes & Trends
- Online Tutoring platform
- LSC3 Mission and Structure
- “Workshop” Meetings Centered on Problem-solving issues