

Learning Center (LC) Faculty Meeting Summary
July 31, 2015, 11:30 to 2:30 p.m., LC 114 (Success Center)

Present: Dr. Magdalena Caproiu, Jane Bowers, Diane Flores-Kagan, Wendy Rider,
and Karen Lubick, Department Chair, Academic Development

Agenda Items

Announcements:

1. LC Tutor Conference on August 18, 2015; Wendy, Jane, and Tassy to lead the event. *Note: This event has been postponed until January 2016. Date and time to be announced.*
2. Fall 2015 teaching schedule – Karen will take changes to the dean.
3. Fall 2015 workshop schedules – Send preferred topics, dates, hours, room locations to Diane by August 19.
4. Recommendation to re-advertise for a math learning specialist in Palmdale.
5. LC Fall 2015 Newsletter – Diane to design with input from LC faculty and staff.
6. Learning Express Library (LEL) – Funding is being sought to renew in November.
7. Metacognitive skill process from the LearnWell Project, illustration shared.
8. Possibility of two Writing Center tutors to present a PowerPoint about the Learning Center at a Basic Skills forum.

LAC 900 CORs, SLOs, Assessment, Action Plans

Quantitative assessment: Data from tutoring reports. Discussion about accuracy of tutor ratings of tutees, random collection, tracking, disclaimer for Math Center usage and tutoring data, DLAs for tutoring, testimonials for qualitative measures, methods to assess in-class tutors and students they tutor, and the need to create a uniform culture of tutoring on campus that involves categorical Student Services entities (EOPS, STAR). Agreement that no change in the current assessment method will be made at this time. *SLO targets met.* Action plans: Tutor training scenarios using metacognitive measures, toolbox for tutor feedback in tutoring sessions.

LAC 901 CORs, SLOs, Assessment, Action Plans

Quantitative assessment: Data from learning outcomes surveys. Discussion about the effectiveness of outcomes surveys. *SLO targets met.* Action plans: Future faculty retreats when all can be present, emphasis on defining study skills in the ILIP and workshop and demonstrating one resource for students to identify.

LC OOs, Assessment, Action Plans

Quantitative assessment: LC computer and website usage, web-based resource usage, four promotional activities each term (fall and spring). Discussion about accreditation and LC data, the need for faculty to better understand connections. *OO targets met.* Action plans: Comparisons of student owned equipment with LC computer usage, promote LC to categorical student services programs via workshops and other services.

Accreditation update

Standard II.B electronic “snapshot” of LC, link to evidence embedded for easy access by readers. Leading this project: Diane, Magdalena, Michele. Draft on Google Docs for shared viewing and editing.

Program Review 2016

Feedback needed by extended deadline of March 2016. Leading this project: Magdalena and Karen. Review and discussion of LC goal #1. Need for all LC faculty and staff to complete the review, starting with making recommendations for 2015-2016 goals.

Tutorial theory and practice/CRLA certification

Discussion of the need for newly hired learning specialists to receive information and training about learning assistance theories and practices. Suggestion to include a presentation on such at the Academic Development retreat in January 2016. CRLA re-certification to take place in 2016.

Increasing student attendance at workshops

No time left for this discussion. To be added to agenda for next retreat.

The next LC faculty retreat will take place in 2016 late spring/summer (time and date to be announced).