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| **Committee Membership****Jason Beardsley****Chair****Professor, English****310-434-8054****Fabienne Chauderlot****Vice Chair** **Dean,** **Learning Resources****310-434-4692****Members****Wendi DeMorst****Director,****Supplemental Instruction****And Tutoring****Alejandro Lee,****Professor, Modern Languages****Stephanie Lewis,****Faculty, Disabled Students Center****Eleni Hioureas****Vice Chair, English****Elisa Meyer****Professor, English****Gary Todd****Professor, English****Time and Location****3:30pm****Library Conference****Dates****9.12****~~9.26~~****10.10****10.24****11.7****11.21****12.5** | **Joint Academic Senate** **Student Instructional Support Committee****Santa Monica College****Agenda****Monday, Dec. 05, 2016**1. **Public comments**
2. **Announcements**
3. **Minutes of 11.07.16 meeting**
4. **Goals and objectives for spring 2017 term**

**Excused: Gary Todd, Stephanie Lewis, Alejandro Lee**Minutes cannot be approved because of lack of quorum4. Chair would like to open discussion about the Committee’s goals for next term. Goal was originally to work with centers as decentralized and address issues this posed. This is currently being done through various LR projects and processes. ALIS is also helping recentering the services.Some questions members may want to discuss are:What are the ways in which the committee can better advocate for tutoring or support students via tutoring?How can we recruit faculty from more disciplines in the committee?As we increase awareness of services among campus and attract more students will we be able to keep up: How does our tutoring budget compares to similar colleges?Fab mentioned the increase in compensation to $10.50 as well as impact on number of students in work-study programs. There is no plan to compensate budget so we will lose 5% tutoring hours and may have less tutors available.Discussion about the historical mission of the learning resource centers. Fab explains the importance of this committee’s work to increase visibility of these services campus wide and engage more faculty in either referring students or participating in centers’ activity. Fab proposes the collaboration with the English department be made systematic and used as model for other disciplines – for instance in asking faculty to* Write a writing test for tutor selection with rubric
* Review the Reading Center page and confirm which resources are actually used by the faculty or useful to students. Page will be suppressed since there is no center but Fab will integrate all useful resources on updated WHTC page
* Suggest resources for tutor’s grammar improvement and testing. It would be helpful to have an assessment
* Bring classes to ALIS center to help inform students
* Come visit ALIS and make suggestions

Jason and Elisa just visited ALIS and are pleased with the professional look and overall atmosphere.Fab gave an update on the handbook. 80%+ of the input provided by the coordinators is in. This is taking a little bit longer because the work is collaborative and coordinators have been asked to do a lot this term with ALIS, preparation of analytical budgets etc. Fab is now filling in the gaps and writing over the content to harmonize the narrative. Fab will also be including material from the tutoring manuals she got from Dr. Nolting (math department consultant): a lot of content applies to all disciplines and the suggestions and approaches are very useful.  |