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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  Brian Rodas  Professor, Math  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, Sept. 12, 2016**   1. Minutes of 5.16.16 meeting 2. Preview and discuss LRC student survey 3. Discuss implementation of WCOnline 4. PrepStep introduction and publicity plan 5. Discuss SI and Embedded Tutoring Roles in BSSOT grant application 6. Announcements |

Minutes

Present: Jason Beardsley, Elisa Meyer, Gary Todd, Stephanie Lewis, Alejandro Lee, Wendi DeMorst (phone conference), Fabienne S. Chauderlot

Invited: Roberto Gonzalez

Presentation by the Chair of the very important role of the committee’s work for student’s success and retention. Jason is interested in exploring connections between tutoring and various other initiatives such as BSSOT, equity and student success committee.

Roundtable introductions of the committee members and presentation of their roles and responsibilities.

Mention of Roberto’s joining the meeting to discuss BSSOT and clarification that it is under his student success initiatives.

Collective reading of last minutes.

Description by Jason of what WCOnline does and of the progress brought by a widespread tutoring tracking system that is uniformly operational, great improvement about self-awareness. Elisa notes this is like a brand new awakening for tutoring services. Update on tutoring handbook as work in progress as well.

Approval of minutes.

Review of committee scope and functions as posted on the website. Charge of committee is unique because inclusive of all 4 layers of personnel: faculty, administrator, coordinators-IAs, and student workers. Hopes to expand the committee to other disciplines beyond Math and English: particular welcome to Stephanie, ABI specialist and Alejandro, modern languages.

Fabienne presents the student survey of tutoring services: explanation of history, expectations, and need for accreditation and program review, request for input from faculty before survey content is finalized.

Discussion: do we want to block students from filling out multiple surveys and know we have a specific number of students or open it to as many students’ entries as possible since they may go to multiple centers or have different experiences on different days? Fabienne would prefer as much data as possible to establish a baseline for program review but committee’s input needed so TBD.

Link of survey to be sent by Jason and survey to be reviewed by next meeting.

Fabienne presents WCOnline system and shows the reporting functions to faculty.

Fabienne presents PrepSTEP and the various uses for faculty, coordinators, tutors, students, counselors.

Discussion: would students not trust the system because they don’t want us to track what they do? Roberto appreciates the value of the tool and would like a hand out to let students know about it so he can push it in student services. Jason has been asked to provide the link to his department to test drive the English platform and see if it would be particularly helpful in some classes – can also be helpful for free e-books. Jason offers to send an email to faculty from other disciplines to look at it as well as SISC recommendation. Fabienne has already asked Counseling to look into it as well.

Roberto presents the BSSOT grant to inform SISC committee members of what it entails for tutoring and SI.

Wendi explains: less sections for SI, from about 50 to 30 because district budget reduced, training has happened last week-end, hope that district will restore some of that money in the Spring, in the meantime moving forward with what we have. Jason reminds what SI consists in, modeled on U. of Kansas method, 2 sessions a week. Wendi explains Fabienne’s new concept of helpdesk in the library satellite and the possibility of addition to typical SI sessions. LR is also looking into embedded tutoring: tutors sit in the classroom and are there for help in the classroom if needed by instructor or offer sessions outside the class.

Roberto contacted Wendi to find out if we can support students who went through the academy: Gordon (?), Melanie cannot fund it. Wendi is looking into non-credit if it is a possible source of funding. Fabienne has asked for funding from equity but already all encumbered.

Roberto explains SI was funded out of Title V at different level, BSI allocation was cut in half, current program sunsets in 17-18, there will a new funding formula that is going to be more restrictive, for instance how many students on federal aid go through the pre-college to college level in one year etc. Jason asks about the potential criteria in terms of FAFSA. Roberto works on projections and looks into the formula modification. BSI will be called Student Success for Basic Skills – SSBS – initiative. For state BSI was ineffective so transformation grants to push students to scale up support – 44% tested both under college level in math and English, about 70% in English. About 60 colleges have received BSSOT funding. Wendi explains that we have some challenges with matching the expansion planned in BSSOT with the amount allocated in the grant. BSSOT requires that training for tutors for both English and math winter and summer must be done by Learning Resources and we will do all we can with the funding.

Jason notes Brian’s absence and hope he will join in the future. He explains the Math department has opted out of using WCOnline and recounts Fran’s intervention. Discussion about participation of math to the process.

Meeting is adjourned at 5:10pm.