



STUDENT LEARNING CENTER CLUSTER MINUTES

March 26, 2015

1:30 – 3:30pm

Lake Worth Campus

ITEM 1. Please discuss the data collected in the fall of 2014 for your cluster's selected embedded assessment for General Education and provide (1) your recommended competency benchmark for the selected outcome for each Gen Ed course in your cluster; and (2) your plan for administering the fall 2014 assessment again in fall 2015. If ideas emerge that will help make the embedded assessment process more useful for faculty after the fall 2015 cycle, those comments are welcome also.

A form (attached) is provided for this information to be returned to the Office of Institutional Research and Effectiveness by April 30, 2015. Suggestions, if needed, to guide the discussion and decisions are included on the form.

Discussion: Debra Singleton suggested that knowing the Gen Ed. assessment criteria could guide tutoring sessions.

Data source: General Education Embedded Assessment Results, collected and reported in fall 2014 by faculty/adjuncts, compiled by IRE; assessment instruments as selected by faculty; General Education Embedded Assessment Spring 2015 Updates

Action: N/A

ITEM 2. *******MATH CREDIT ONLY*******
Many colleges in Florida are changing pre-requisite math courses. Right now, PBSC requires a pre-req for MGF1106, MPGF1107, STA2023 and MAC1105 – the pre-req is MAT1033 (or sufficient placement scores). Should we still require the pre-req of MAT1033 for MGF1106, MGF1107 and STA2023? (Students who are “exempt” under the SB1720 rules would be able to take MGF1106, MGF1107 or STA2023). All “non-exempt” students would continue to use placement scores as governed by law.

Discussion: Erin Sullivan asked cluster members how the change might impact the SLC. The cluster's determination was that there would likely be an impact on the SLC and the tutoring of these students, requiring adjustments in the math labs pending the outcome.

Data/data source: (where appropriate)

Action: N/A

ITEM 3. Florida College Learning Center Association (FCLCA) Conference April 9-10, 2015

Discussion: Debra Singleton reminded the cluster of the upcoming conference. She reminded the cluster members that there was still an opportunity to register and to volunteer for the campus tours at Boca. She and Helena Zacharis announced the cluster members who will be presenting at Broward on 4/10: Lyam Christopher, Marjie Simon, Jesse Rogers, Marc Fedderman, Kim Copeland, Debra Singleton, and Elizabeth Caulfield.

Data source: N/A

Action: Cluster members who are interested in volunteering to help out with the campus tours should contact the SLC managers.

ITEM 4. Emergency Evacuation Plan

Discussion: Erin Sullivan reviewed evacuation procedures and encouraged the cluster members to also review them in preparation of an emergency or safety drill.

Data source: N/A

Action: N/A

OTHER.

ITEM 1. Acceptable Degrees for Learning Specialist Positions

Discussion: Helena Zacharis informed the cluster that the SLC managers met with Barb Matias to discuss degree credentialing for the purpose of advertising open learning specialist positions. Helena Zacharis asked the learning specialists to send a list of acceptable degrees for future posts.

Data/data source: N/A

Action: The learning specialists will send a list of acceptable degrees for the learning specialist position for the SLC Managers to review and submit to HR.

ITEM 2. SLC Announcements

Discussion: Debra Singleton announced the departure of Yoshua Carhuamaca (Math learning specialist), Kathy Darling (English/Reading learning specialist), and Shelly Hedstrom (EAP faculty). Debra Singleton also announced the start of Math Awareness Week (3/30-4/2). Marjie Simon announced the presentation by Einstein's chauffeur at Gardens on (4/1). Debra Singleton also thanked the cluster members for supporting the Introduction to the Tutor Training Series.

Data/data source: N/A

Action: N/A

ITEM 3. Safety Procedures

Discussion: Helena Zacharis informed the cluster that CCE was providing training on the College's safety procedures for the SLC staff in Gardens, which has proven beneficial for the staff, and suggested that the other campuses may also request similar training.

Data/data source: N/A

Action: N/A

ITEM 4. Other

Attendance:

Stephen Arterburn
Lyam Christopher
Marc Fedderman
Sherry Hall
Audrey Lawrence
Mayetta Lee
Lisa Newton

Espe Noble
Tomas Pena
Sean Rath
Jesse Rogers
Regina Rose
David Simms
Marjorie Simon

Debra-Anne Singleton
Erin Sullivan
Wesley Wells
Maria Xenidakis
Helena Zacharis

Submitted by:

Sherry Hall
Scribe

c. Minutes Distribution List