

**SLC CLUSTER MINUTES**  
**August 19, 2015**  
**10:45 a.m. – 12:00 p.m.**  
**Lake Worth Campus**



---

**ITEM 1. The Rumor Mill**  
Helena Zacharis

Discussion: The cluster discussed budgeting concerns and the budget's potential effects on the SLCs.

Data source: N.A.

Action: Helena noted that it is essential to be careful about how and when we discuss the SLC budgets. In particular, when talking to our staffs, the members of the cluster agreed that we should not speculate about budget constraints and how they might affect scheduling/available hours. Elizabeth Caulfield reminded the group that SLC budgets have remained static.

**ITEM 2. MAT1033 Campus Updates**  
SI Coordinators

Discussion: Jesse Rogers and Steve Arterburn discussed potential SI-based solutions for students having problems in math classes such as MAT1033. They noted that SIs are present in 40% to 50% of all MAT1033 classes. Jesse and Steve also mentioned the continual need to increase SI attendance and retention.

Data/data source: N.A.

Action: Jesse explained the Peer Assisted Study (P.A.S.S.) Program, which will provide a prescriptive method for helping students in lower-level math courses on the Gardens campus. Instructors will offer "prescriptions" to students to address the students' areas of weakness. In addition, Steve will maintain discussions with math faculty members to build rapport and interest in the SI program. Elizabeth Caulfield broached the idea of using video-based SI programs.

**ITEM 3. New Student Convocation**  
Debra-Anne Singleton

Discussion: Debra led a discussion on the upcoming student convocations and noted that these events are an excellent way to promote the labs across all campuses.

Data/data source: N.A.

Action: It is imperative that we are a presence at the convocations and make every effort to tout the labs' services. Peer navigators will help to promote the labs and offer a consistent message to students advocating multiple visits so that students can get the most out of the SLC. Debra noted that we must constantly look for ways to increase attendance (a "trackable").

**ITEM 4. SLC Open House**  
Debra-Anne Singleton

Discussion: The SLC open houses will occur on the following dates:  
Boca 9/2 & 9/3  
Lake Worth: 9/8 & 9/9  
Gardens: Probably the last Wednesday and Thursday of September

Data/data source:

Action: Debra stressed the need to provide a consistent message to staff about the importance of open house and individuals' roles in promoting open house. Moreover, Debra encouraged the use of social media (hashtags, tweets, etc.) to promote open house.

**ITEM 5. New Student Trustee**  
Helena Zacharis

Discussion: Helena announced the appointment of Jesse Pulliam (a student and SI leader in math) as the College's student trustee. Jesse has touted the benefits of the SLC to students, faculty, staff, and administration.

Data/data source: N.A.

Action: Jesse wants to be invited to various SLC-related events and speak on campuses to advocate for the SLCs. Jesse provided his private contact information, which Helena shared with the cluster. Contact Helena directly for Jesse's information.

**ITEM 6. Online SLC Resource Request**  
Debra-Anne Singleton

Discussion: Debra introduced a "Student Learning Center Resource Request Form." If faculty and staff want to request additional SLC resources, they can fill out this form and send it to the appropriate lab manager.

Data/data source: N.A.

Action: The forms will help SLC managers and learning specialists determine how to best allocate the labs' time and resources. These decisions may have a direct impact on future SLC budgets. Please let Debra know if we need to make any changes to the form that she distributed at the cluster meeting.

**OTHER.**

- Barbie Edgar announced that the Introduction to Tutor Training sessions will now count toward CRLA hours.
- Erin Sullivan noted that VPI and PSAV brush-up seminars on subjects such as note taking, time management, and test taking skills will be offered to all PSAV students.

**Attendance:**

Stephen Arterburn	Marc Fedderman	Tomas Pena	Erin Sullivan
Florence Bennett	Michelle Gomez	Sean Rath	Carrie Thompson
Kevan Bennett	Mayetta Lee	Jesse Rogers	Helena Zacharis
Elizabeth Caulfield	LaTanya McNeal	Regina Rose	
Lyam Christopher	Ewa Neginsky	David Simms	
Barbie Edgar	Espe Noble	Debra-Anne Singleton	

Submitted by:

Marc Fedderman

Scribe

c. Minutes Distribution List