

STUDENT LEARNING CENTER CLUSTER MINUTES
August 20, 2014
TC 204 11:00am – 12:00pm
Lake Worth Campus

ITEM 1. WOnline Rollout and Feedback
Lyam Christopher

Discussion: Lyam Christopher informed the cluster that the summer pilot of WOnline (an online tutoring appointment scheduling system) was a success in the labs, and he has offered assistance to other learning specialists integrating the program.

Data/data source: N/A

Action: Learning specialists in need of assistance will contact Lyam Christopher.

ITEM 2. Standard SLC Procedure for Reporting/Addressing Academic Dishonesty
Erin Sullivan

Discussion: The cluster was in agreement that there should be an academic dishonesty policy and procedure applicable to lab services. The learning specialists discussed the various aspects of lab services where lab staff encounter instances of academic dishonesty. Elizabeth Caulfield encouraged the cluster members to send their suggestions as well as a list of ways in which the lab staff encounter academic dishonesty in the SLC.

Data/data source: N/A

Action: The learning specialists will email their list and suggestions to Elizabeth Caulfield and copy the other SLC managers (LaTanya McNeal, Debra-Anne Singleton, and Helena Zacharis).

ITEM 3. MyFoundationsLab Update
Debra-Anne Singleton

Discussion: Debra-Anne Singleton updated the cluster on the enrollment for the online refresher courses and pricing for access to MyFoundationsLab (\$15.50 + tax). Debra encouraged the learning specialists to review the site to ensure the modifications they requested of the publisher are accurate. She also advised the learning specialists to prepare for students needing assistance with navigating the site.

Data/data source: N/A

Action: The cluster members will continue to work closely with Advising to promote the refresher courses. The members will review their respective areas on the site to ensure the modifications they requested are accurate.

OTHER ITEMS.

ITEM 4. Student Learning Center Outcomes

Discussion: Elizabeth Caulfield asked the cluster members to consider outcomes for this academic year; the current SLC learning outcomes are district-wide and pertain to Supplemental Instruction, CRLA tutor training, and student satisfaction.

Data/data source: N/A

Action: The SLC managers will meet with the learning specialists to determine this year's outcomes.

ITEM 5. Student Learning Center Open House Event

Discussion: The SLC Managers announced the dates for the SLC Fall Open House for their respective campuses: Belle Glade 9/10, Boca Raton 9/3 – 9/4, and Lake Worth 9/3-9/4. The managers also encouraged the learning specialists to continue promoting the Open House campus-wide.

Data/data source: N/A

Action: The learning specialists will continue their promotion of the Open House and encourage their staff to promote the event campus-wide.

ITEM 6. United Way Campaign

Discussion: Erin Sullivan has been asked to create a video for the United Way Campaign, and cluster members were encouraged to participate.

Data/data source: N/A

Action: Cluster members who would like to volunteer to participate will contact Erin Sullivan.

Attendance:

Stephen Arterburn
Florence Bennett
Yoshua Carhuamaca
Elizabeth Caulfield
Lyam Christopher
Paul Estriplet
Michelle Gomez

Sherry Hall
Mayetta Lee
LaTanya McNeal
Ewa Neginsky
Lisa Newton
Espe Noble
Jesse Rogers

Regina Rose
Autumn Rosencrantz
David Simms
Debra-Anne Singleton
Erin Sullivan
Carrie Thompson
Helena Zacharis

Submitted by:

Sherry Hall, Scribe
c. Minutes Distribution List