



CLUSTER AGENDA
Wednesday, October 19, 2011
1:00 – 4:00 p.m.
Lake Worth Campus

ITEM 1. QEP Implementation at the SLC labs

Discussion: Mike Roth opened the floor to discussion about the cluster's plans for implementing the QEP. Lyam Christopher mentioned that SACS was impressed that the SLC made critical thinking the focus for Fall tutor training. He also expressed his conviction that not just the faculty, but all levels of college staff should be included as part of the dialogue for critical thinking. Elizabeth Caulfield voiced her belief that as the faculty and the QEP team solidify their implementation plans, the rest of college staff, including the SLC, will be brought in.

Action: Debra-Ann Singleton noted that the QEP is a long term project rather than a one time training, and that we will continue revisiting it for several years. Additionally, Debra-Ann thanked Cathy Seyler for her work on creating the survey monkey form that SLC labs will be using to obtain student feedback.

ITEM 2. Planning for Combined Tutor Training in Fall 2012

Discussion: Mike raised the question of when to begin planning for the training, and Debra-Ann suggested that it should be done sooner rather than later, and that perhaps a planning committee should be formed right away.

Action: The SLC intends to host a district-wide training every other year, which would provide opportunity for tutors to interact with their counterparts from other campuses, and would also make it more efficient when we have speakers and presenters. A committee of volunteers will be formed shortly.

ITEM 3. A) Preparations for changes in course numbering
B) SLC Web resources

Discussion: A) Mike suggested that some things may need to be changed with the renumbering of prep courses and the renaming to developmental courses.
B) Mike asked about changes that have been made or will be made to the website. Dana Hamadeh said that updates will soon be made to the LW site about workshops and seminars. Lyam will post on the reading site some technical definitions of words that are used for science and other courses. Mike is posting on the Belle Glade web site some powerpoints regarding the TABE test, as well as some other tests. Debra-Ann discussed a need to collaborate on making the website easier for first year students to navigate, and that we would need to involve the students in that dialogue because what seems easy to us is

not necessarily going to be intuitive for them. When it was mentioned that there may be dead links if websites that we reference have been closed, Mike told the cluster about www.archive.org, which has nearly every non-password protected page of the internet backed up all the way to the 90's, so any material we want to continue using, from any site and at any time during the 21st century, can likely still be retrieved from its servers.

ITEM 4. Status of tutors as OPS employees

Discussion: In recent months, there have been disruptions to SLC lab operations over confusion regarding the status of student workers. Budget issues seem to vary by campus, but in some cases, a significant number of staff have been let go mid-semester, even as lab usage is up. With the help of administrators and the financial aid office, most have been rehired, but some uncertainty and concerns about the future remain.

Action: Debra-Ann explained that she has done much research and had many discussions with administrators on this, and so although not all issues are resolved and she may not have all the answers, she offered herself as a resource in guiding colleagues through whatever problems they may encounter.

ITEM 5. Purchase of uninterrupted power supplies and flash drives

Discussion: Mike made the case for why he thinks uninterrupted power supplies for the computers at Belle Glade are important, which included occasional brownouts to the area, and asked the cluster if they had any thoughts or experience with battery backups and flash drives. His thought was that two computers could even share one battery backup. Flash drives could be made available for checkout the way books and calculators are, and the memory could be wiped each night to protect privacy. The cluster agreed and encouraged him to request the items.

ITEM 6. Other

Discussion: Marjie Simon explained the NADE conference on Feb 22 in Orlando and invited everyone to be a part of FDEA. Elizabeth reminded the cluster to obtain signatures from part time learning specialists that they have read the updated job descriptions.

Attendance:

Marjorie Simon
Lowrie Osborne
Paul Estriplet
Espe Noble
Mayetta Lee
Cathy Seyler
Wesley Wells
Yoshua Carhuamaca
Steve Arterburn
Jesse Rogers
Liam Christopher
Florence Williams
Erin Sullivan
Debra-Anne Singleton
Bette Miller
David Simms
Eva Neginsky
Adele Shapiro
Helena Zacharis
Elizabeth Caulfield
Dana Hamadeh
Michael Roth

Submitted by:

Jesse Rogers, Scribe

c. Minutes Distribution List