



Palm Beach State College
THE STUDENT LEARNING CENTER
CLUSTER MINUTES
October 27, 2010
1:30 PM
Lake Worth Campus BA 123

Introductions

ITEM 1. Selection of New Cluster Chair

Discussion: Jesse Rogers reminded the cluster that it was time to elect a new chairperson. Espe Noble nominated Mayetta Lee in her absence. The floor was opened for more nominations. Steve Arterburn mentioned that it would be great to have a chair from the Belle Glade or Boca campus. Michael Roth from Belle Glade was nominated by Espe. It was taken to a vote and Michael Roth is the new SLC Cluster chair. Jesse agreed to lead one more meeting to help with the transition.

ITEM 2. What specific measures has your faculty instituted to reduce the incidence of plagiarism? Has the faculty noticed that plagiarism is increasing among students?

Discussion: Yoshua Carhuamaca said Math lab emails instructors at the beginning of every semester to post their tests, quizzes, handouts, etc., in order to prevent tutors from helping students with take home exams. The materials are then color coded to indicate the level of help the students may receive from tutors. Cathy Seyler attended breakout session on plagiarism and the problem is that many students claim they don't know what it is. Solutions for the problem will be included in QEPs and a consistent standard for handling incidents will be developed. Will students fail the class, fail the course, or be expelled? Dana Hamadeh pointed out that copying math homework from the back of the book is plagiarism as well. The labs could be responsible for educating the students. As it stands, faculty is at liberty to handle incidents the way they see fit. Lab staff can and should notify faculty when plagiarism is suspected. As a cluster what will we do?

Action: It was suggested that we post information on what plagiarism is in the labs as stated in the student handbook, give examples and state what the possible consequences are. It was agreed that staff and students should be educated on plagiarism. Tutors should also start using the terminology so that students become more familiar with plagiarism. Jesse suggested that we give CLRA credit to tutors for receiving training on plagiarism. Lisa Newton said CLRA sessions on plagiarism could be broken down by subject areas so that tutors and students would be able to identify what it is and how to prevent it. The training could be included with other sessions.

ITEM 3. Learning Outcomes (Carol)

Discussion: Carol Bond recognized committee: Kathy Darling, Marjorie Simon, Steve Arterburn, Elizabeth Caulfield and Lowrie Osborne. Committee came about as a result of a January meeting with Dr. Pedersen and Helen Shub. The document with all the findings from the information gathered is almost complete. Espe assembled the packets which were distributed. The description of the Student Learning Centers was expanded. SLC exceeded its learning outcome standards in 3 of 4 areas. Eric was very instrumental in the reporting for the third outcome. Surveys were very effective because of participation from lab managers and staff. Over 2000 surveys were collected and 96% of students said they had improvement in the course material for which they received help. Cathy Seyler and Wes Wells were responsible for the data compilation of how students responded. Information has been shared with deans and provosts. Jesse suggested that the SLC conduct a similar survey annually apart from SACS requirement. Students loved filling out the survey. Options of online or on paper were good.

Action: For the learning outcome that was below standard, CLRA certification, a subcommittee has been formed to get certification standards uniformed on all campuses. Summer training is being considered.

ITEM 4. Synopsis of Results from Combined Training (Marjie and Cathy)

Discussion: Cathy said that the participants liked the break out session format. They mentioned that they would like to have more discipline specific sessions. Others mentioned that some sessions felt rushed and that some rooms were overcrowded. There was a very favorable response to the food and hospitality. The committee will look into making it an annual event but that has not yet been decided. Dana remarked how quickly the undertaking went from being a suggestion by Jesse at a cluster meeting a few years ago to becoming a reality. Going forward, the event will need greater participation in order to prevent burnout by committee members. There also needs to be additional funding as coming up with resources to make arrangements was very difficult. Based on the results, the SLC should be able to garner more funding from the college for future training days like this one so that cluster members will not have to pay out of pocket.

Action: The subcommittee will vote on the frequency of district wide tutor training.

OTHER.

Attendance:

Arterburn, Stephen;
Bond, Carol;
Carhuamaca, Yoshua;
Caulfield, Elizabeth;
Christopher, Lyam;
Darling, Kathryn;
Delgado, Erick;
Edgar, Barbara;
Estriplet, Paul;
Hall, Sherry;
Hamadeh, Dana;
Lawrence, Audrey;
Miller, Bette;
Neginsky, Ewa;
Newton, Lisa;
Noble, Esperanza;
Rogers, Jesse;
Rose, Regina;
Seyler, Cathy;
Simms, David;
Simon, Marjorie;
Singleton, Debra-Anne;
Wells, Wesley;
Roth, Michael

Submitted by:

Debra-Anne Singleton

[name], Scribe

c. Minutes Distribution List