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| ***COMMITTEE:*** | **Foundation Skills**  |
| ***MEETING DATE:*** | **5/22/19** |
| ***LOC./TIME:*** | **T801 2:00-3:30pm** |
| ***PARTICIPANTS:*** |  Anna, Rina, Dean Chan, Dean Richardson, Ian, Suzan, Beth, David, Barbara |
| ***NOTETAKER:*** | **Ian Latta** |
| ***HANDOUTS:*** |

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| Meeting Agenda   Funding proposals  |  |

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| **AGENDA ITEM** | **GOAL** |
| 1. Prez-entation

 Accomplishments Charge Why should this committee exist? Budget update |   |
| 1. Revise responsibilities
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| 1. Updates:

 ESOL  DSPS |    |
| 1. How tutoring empowers tutors
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| 1. Student Success Center Supervision/ Hiring Freeze Issues
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| 1. Funding proposals

 Tutor Training David: What about looking into other related departments, to see if there are students who have passed statistics Suzan: Stats classes should build in idea of mentorship, faculty encourage students and set up becoming a tutor as a goal. Can you move materials to canvas?  DSPS summer tutoring ESOL-AB705 Denise: I’m not sure that we can approve release time from general funds Chuen: we can move our money to general funds.  ESOL Self-Placement Barbara: We want to pilot self-placement tool and onboarding during June . The state is expecting us to collect evidence on our tools Beth: If we wait until the fall, we will have a lot less time to act on results, including following students over subsequent semesters. Denise: How are you collecting data? Beth: we compare scores vs how well the students do in classes they are  Calculators Rina: The math lab lacks graphing calculators. Students need to borrow and share. Students who can’t afford calculators should have access. Students can’t all rely on web-based calculators.We want to test to see if this helps students. Denise: This is a great idea. Beth: We ordered three class sets of regular calculators to live in the math lab. Anna: Could we loan them out long-term, so students can use them all semester? Rina: I would like to, but I think we should test it out first. Chuen: Make a distinction between lost/stolen. If stolen, make a police report, and if lost, they pay for it. We should add serial numbers, even if it’s just permanent markers.   |   Tutor Training PASSED for statistics DSPS summer tutoring ESOL-AB705 PASSED ESOL Self-Placement PASSEDPASSED  |
| 1. Next semester meeting times?
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| Suzan: minimum qualifications for tech tutors?Start with canvas, uploading assignments—don’t need 1a? Ian: Instructor recommendation and communication skills. I don’t think eng 1a or esol 52 needs to be required.  |  |