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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:*** | |  |  | | --- | --- | | 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 |  |
| 1. Updates:   ESOL  DSPS |  |
| 1. How tutoring empowers tutors |  |
| 1. Student Success Center Supervision/ Hiring Freeze Issues |  |
| 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 PASSED  PASSED |
| 1. Next semester meeting times? |  |
| 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. |  |