



Tutor Committee Minutes November 3, 2016

MEETING TYPE:

X

Staff
Product/Project
Special

Date: November 3, 2016

Location: H-306

Meeting Facilitator: Fari Towfiq

Members Present: Avila, Debra; Chen, Lee; Glassman, Joel; Lee, Yuan-Lin; Manneh, Beatrice; Perez-Corona, Jessica; Thompson, Craig; Towfiq, Fariheh; Van Dyke, Leigh Ann

Members Absent: Feld, Erin C.; Horn, Jessica; Green, Rand; Martinez, Mario; Barnaba, Ruth; Sivert, Shayla

Agenda Item

1. On-line tutoring update
 - a. Review of the documents provided by Erin.
2. NetTutor survey review
 - a. Reviewed the survey provided by Erin.
3. Accreditation visit information
 - a. This report was given by Fari.
 - b. The accreditation follow up visit went very well. The team met with Fari and Ryan at Camp Pendleton and with Shayla and Erin in San Marcos.
 - c. The team was very pleased with the work done by the college around online tutoring services.
 - d. Annie and Jake did a demonstration of online tutoring at the Math Center.
4. Military Ally Update
 - a. Jessica was not present, but other committee members reported about attending the training
 - b. The training was 2 hours and the presenters were very engaging.
 - c. There was a lot of students in attendance as well.
 - d. The panel for the Q & A was great.
 - e. There was also some great information about military and veteran students.
 - f. Recommendation to ask for another workshop in the Spring.
5. Video workgroup
 - a. Debra reported that the group met on November 2 to brainstorm ideas.
 - b. The group discussed creating a video with tutors and tutoring center staff to highlight our services.
 - c. Want to focus on inviting students to use the various tutoring centers.
 - d. Debra has set up a meeting with Bill at PCTV to further discuss the groups ideas.
 - e. Bill informed Debra that there are two types of promos that we can choose from.
 - i. 60-90 sec promo would take 2-4 weeks to produce and it costs \$0 dollars
 - ii. 2-3 minute promo with interviews would take 1-3 months to produce and it costs \$1000-\$2000 dollars.
6. Approve October minutes
 - a. Tabled to next meeting.

Next Meeting
Thursday, December 1, 2016 at 2:30 pm