



**Tutor Committee Agenda
September 1, 2016**

MEETING TYPE: **Staff** **Date:** September 1, 2016
 Product/Project **Start Time:** 2:30 p.m.
 Special **End Time:** 3:30 p.m.
Location: H-306

Ambrocio, Jessica; Avila, Debra; Barnaba, Ruth; Chen, Lee; Feld, Erin C.; Glassman, Joel; Gomez, Gladys; Green, Rand; Horn, Jessica, Lee, Yuan-Lin; Martinez, Mario; Sivert, Shayla; Thompson, Craig; Towfiq, Fariheh; Van Dyke, Leigh Ann

Agenda Item	Time
1. Note taker for minutes	2 min
2. Strategies to effectively communicate about online tutoring to staff, faculty, and students	10 min
3. On-line tutoring pilot update	15 min
4. Maintaining web site and changes	3 min
5. DRC – latest policy changes	20 min
6. Tutor Appreciation Week is October 3-7, 2016	7 min
7. Approve May minutes	3 min

**Next Meeting
Thursday, October 6, 2016 at 2:30 pm**