



Tutor Committee Minutes November 2, 2017

MEETING TYPE:

X

Staff
Product/Project
Special

Date: November 2, 2017
Start Time: 2:30 p.m.
End Time: 3:30 p.m.
Location: H-306

Facilitator: Joel Glassman

Recorder: Mario Martinez

Members Present: Avila, Debra; Barnaba, Ruth; Glassman, Joel; Martinez, Mario; Pedroza, Carlos; Thompson, Craig; Towfiq, Fariheh; Van Dyke, Leigh Ann

Members Absent: Cannon, Terrie; Farrell, Katy; Gutierrez-Aguero, Mireya; Horn, Jessica; Sivert, Shayla; Waite, Lori

Guests: Garceau, Jeannette; Lee, Annie; Williamson, Emily

Agenda Item
1. Information and Updates <ul style="list-style-type: none"> a. 2nd Annual 3CSN/LAP Sponsored Inland Empire SI Conference <ul style="list-style-type: none"> i. Those interested in going, check with BSI for funds.
2. Annual Goals <ul style="list-style-type: none"> a. As a center, we are supposed to do a PRP separately. b. For goals on PRP, add the funding to the PRP if it's soft money. c. Talk to faculty senate d. Funding shortfall resulting in budget cuts that will probably effect embedded tutoring and then tutoring. e. Enrollment is down 3.8% percent this year.
3. Starfish Connect <ul style="list-style-type: none"> a. The College would like to retire the PAT system. <ul style="list-style-type: none"> i. Why? It is a home-grown app., requires programming resources to update it each time PeopleSoft is updated (i.e., is not vendor supported). b. Starfish Connect could replace PAT. This is the understanding of how the College wants us to proceed. Idea: Have Connie or someone else from IS come speak to our committee. c. Currently Starfish Connect does not have log-out capability, only log-in. d. Connect will have log-in capability starting Spring 2018. e. When do Centers want to switch over to Connect? Discuss timing of the switch-over. f. Connect has appointment capabilities. g. What data does PAT collect that we will need Connect to collect? h. Who do we speak to about what Connect can do and can't do in terms of data collection? i. Barbara from the Chancellor's office can help. We can phone conference her her. Palomar hired her until June 2018.

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| <ul style="list-style-type: none">4. Online Tutoring<ul style="list-style-type: none">a. Monthly Report<ul style="list-style-type: none">i. 172 total sessions.ii. Most used for English and Mathiii. Discuss possibility of extending tutoring to hybrid classesb. Online Tutoring Survey Report<ul style="list-style-type: none">i. 332 classes were included in the survey and only 73 students responded.ii. Instructors at this point don't know which students were using tutoring. We can possibly add this to the rules of engagementiii. Consider making promoting the online tutoring in Canvas very noticeable.c. Usage recommendations (response from NetTutor)d. Expansion of online tutoring services<ul style="list-style-type: none">i. Bring up this agenda item again next month.ii. Access to evening students. Face-to-face tutoring would require tutoring with expanded hours. |
| <ul style="list-style-type: none">5. Approve October Minutes<ul style="list-style-type: none">a. Motioned by Craigb. Second by Farihehc. Correction by Leigh Ann-agenda item 1.b.viii should state that it's 11% of math center students who are DRC students.d. Motion carried with correction and abstention from:<ul style="list-style-type: none">i. Lee Chen |

Next Meeting
Thursday, December 7, 2017 at 2:30 pm