



## Tutoring Committee Agenda

### December 3, 2020

**MEETING TYPE:**

- |                                     |                        |
|-------------------------------------|------------------------|
| <input checked="" type="checkbox"/> | <b>Staff</b>           |
| <input type="checkbox"/>            | <b>Product/Project</b> |
| <input type="checkbox"/>            | <b>Special</b>         |

**Date:** December 3, 2020  
**Start Time:** 2:30 p.m.  
**End Time:** 4:00 p.m.  
**Location:** Zoom

Agenda Item	Time
1. Announcements: 1.1. Welcome	<b>5 min</b>
2. Action Items 2.1. Approve November 5 minutes	<b>10 min</b>
3. Discussion Items 3.1. Drop in Tutoring Vs Tutoring by Appointments – Jeanette 3.2. Difficulty finding assignments on canvas – All Tutors 3.3. Protocol for Hiring and Training Tutors - Reminder 3.4. Tips to help DRC students learn online – Prof Van Dyke 3.5. NetTutor Monthly Usage Numbers and Funds-Ruth 3.6. Zoom domain name change-Aaron 3.7. MS Team Tutoring membership vetting criteria-Aaron	<b>75 min</b>

**Next Meeting:**  
**Thursday, February 4, 2021, from 2:30–4:00 P.M. via Zoom**