

Learning Lab Department Minutes  
February 22, 2007

In attendance: Paul Bonila, Gail Chaskes, Ann Francis, Jay Howard, Lilla Hudoba, Gary Mitchell, Olympia Mitchell, Joan Monroe, Michelle Myers, Xiaorong Peng, Judy Reitzes, Judith Rossman

The minutes of January 2007 were approved

1. Maryann introduced and welcomed Ms. Xiaorong Peng. She is the new VL Science Specialist in the Lab.
2. To provide information for the Academic Master Plan, the department was asked to come up with areas that can be researched and related to our department. We were asked to form research questions to address this task. It was stated that the Deans have a right to review these question to see what Institutional Research can do to assist us.
3. The Dev Ed English Department survey questions can be found on the academic web site. There is a one year grant to collect data for Achieving the Dream. At the end of the year, proposals will be drafted to show how students may perform better and to make systematic changes. The Lab Research Questions are being revised, but the concern is that there aren't enough sections in the Lab to get enough data.
4. As part of the Lab Audit, the Lab handed out student surveys requesting information about Lab services and 80 were returned. The same survey will be given again at the end of the spring semester.
5. The discussion about the audit centered on the problems of data collection. The appointment system is still not working properly. For the past two weeks, there have been no weekly attendance sheets and data can not be entered. The data that we have is being counted by hand.
6. The remainder of the meeting was spent reviewing the Learning Lab Audit. Each section was reviewed and changes and suggestions were made. Contact Maryann for a copy of the audit. During the process, it was stated that a better opening was needed for the draft. In addition, The Lab still needs to incorporate SWOT into the audit teams SWOT. Any suggestions or comments about the audit should be sent to Maryann ASAP.

Submitted by Gary Mitchell