

## **Learning Lab Department Meeting**

March 25, 2009

2:30 PM

B1-28G

### **Minutes**

**Present:** John Pinto, Jay Howard, Xiaorong Peng, Anna Seixas, Paul Bonila, Gail Chaskes, Michelle Myers, Mary Ann Yannuzzi (Chair)

**Approval of February 19, 2009 Minutes:** The minutes were approved with a clarification that the money situation under **Fall Learning Communities Pilot** refers to the Learning Lab budget. Also, under **Reminder—Service Hours:** change “Mary Ann asked faculty to remember to submit service hours soon,” to “Mary Ann asked faculty to remember to submit completed service hours by the end of the spring semester.”

### **Committee Reports:**

Paul reported that tutoring is progressing.

Gail reported that the Fishman Committee has awarded three awards: Carl LaGuerre, Florin Banciu, and Linda McLaughlin

Mary reported that the General Education Requirements have been passed by the IWC. The requirements will go to Gay, Curtis, and then the Board for approval. The term “dimensions” will no longer be used. The new requirements will possibly go in effect Fall 2009.

### **English DE Lab Classes:**

CAP A Task Force report has been completed and is being distributed. There will be two information session: Friday, March 27 at 2:30 in B1-8 and Thursday, April 2 at 2:30 in BR-10. The English and Counseling Departments will have a vote to support the report. The LLAB will also on vote at its next department meeting.

M. McGeady and G. MacKenzie have been awarded a mini-grant to study the reliability of the Compass test score cutoffs. Dr Gay has appointed M. McGeady, G. MacKenzie, P. White, and J. Odell to serve on a committee to study the reading cutoffs. No reading faculty have been appointed to serve on the committee.

Four AN sections are planned for Fall 2009. It is S. Gonzales’ plan that the LLAB provides instructors and rooms for the study skill seminars. Prior to the 2008-2009 academic year, the seminars were conducted by AN staff. It was agreed by the LLAB department chair at the time to provide Lab support for the seminars as a type of pilot.

Five sections are going to be designated as Learning Communities Pilots. Each section will be assigned 2 hours of Lab Classes a week. Mary will determine the sections which will be part of the Learning Communities Pilots.

**Budget:**

PT faculty: Total Allotment:	\$665,051.00
Amt remaining for SSI (after Spr 09 encumbrances):	\$45,109.00
Last SSI spent:	\$83,000.00
CCP Student: Total allotment:	\$113,896.00
Amount remaining as of March 25, 2009:	\$23,586.00
Tutors (non-student) total allotment:	\$72,101.00
Amount remaining as of March 25, 2009 (after Spr 09 encumbrances):	\$6,850.00

**Lab Class Evaluations:**

They need to be done for each Lab Class. The state is in the process of auditing past evaluation and attendance forms.

**Other:**

K. Medio will be out the rest of the semester. She needs surgery.

J. Reitzes mother broke her leg. She had surgery and must go through rehab. Judy will be with her at least until the end of this week.

There is no new information on the status of out science position.  
Meeting was adjourned at 3:35

Minutes taken by John Pinto