

Learning Lab Department Meeting
Minutes
October 12, 2007

In attendance: Michelle Myers, Xiaorong Peng, Ana Sexias, Lilla Hudoba, Gail Chaskes, Jay Howard, Olympia Mitchell, Paul Bonila, John Pinto, Elizabeth Cuidet, Joan Monroe, Mary Ann Yannuzzi, and Judy Reitzes

Minutes of August 28, 2007

Minutes were amended and approved after one correction: Michelle Myers was omitted from list of attendees.

Announcements/Information

Tutor Updates

Seventy tutors are working at the main and regional campuses providing 500 hours/week of tutoring. Hiring continues as there is still a need for Biology and CIS tutors.

Faculty Updates

Anna Sexias, a new VL in the Science Learning Lab was introduced and welcomed to the department. Sidney Goldstein, PT Math Specialist, resigned due to family commitments.

Full-time Schedules with Service Hours

All schedules with service hours have been submitted by FT faculty and discussed with Dean Thompson.

Restructuring ESS

A committee has been formed to hire a new dean for ESS. John Pinto and Mary Ann Yannuzzi are on the committee.

Learning Lab Audit

The draft of the audit is near completion. Olympia Mitchell, Paul Bonila, John Pinto and Mary Ann Yannuzzi (while John was on sabbatical) are department members of the audit team. Tom Ott, Kathy Harter and John Pinto will write the final audit report. The outside evaluator, Debbie Moeckel, will be on campus November 5th and 6th. A draft of her schedule was distributed; department members made suggestions/changes to the schedule.

Friday Discussions

The first meeting was held on September 28th. Educational practices were discussed; The next meeting is set for October 26th. The November 30th meeting will be held in the Center On Disability. Kathryn Duffy will show faculty the technology available for students with and without disabilities.

Old Business

Writing workshops – Master Student

No steps have been taken to bring the Writing Center under the Master Student umbrella. John Pinto has asked John Nace to develop a direction/identity for the Writing Center. Suggestions made to increase advertising included: ask faculty to add Writing Center to syllabi, post announcements to English department listserv, advertise in the student newspaper, use new televisions in the cafeteria, contact the new Director of Student Development (when hired).

Writing Pilot B-Level

No report.

Appointment System and Recordkeeping

John Pinto met with IT staff; electronic attendance for lab classes and using student ID's as "swipe cards" to schedule tutoring appointments are within the foreseeable future., possibly by Fall 2008. Any statistics we need can be by obtained by John through Bantasks.

New Business

Part-time and VL Observation and Evaluation

The schedule for observing and evaluating PT faculty is on John's door. FT Faculty are asked volunteer to observe PT faculty. The 2 new VL' also need to be observed and evaluated.

Learning Commons at WERC

John Pinto suggested we give some thought to the design of a "learning commons" at the WERC, combining the Learning Lab, SACC and the Library. The Learning Lab on the main campus will probably have this configuration in the future.

Part-time Hiring Committee for Math

Gail announced the formation of a PT Hiring committee for Math. Lilla Hudoba and Jay Howard have agreed to serve on the committee with Gail.

Other

Joan Monroe announced to PADE Philadelphia Region Workshop on November 9th at Arcadia University. The topic is "Fostering Resilience in Developmental Students." Joan and Olympia are Co-Chairs for the Philadelphia Region.

Submitted by Joan Monroe

