



Learning Assistance Center
Committee Chairs' Meeting
MINUTES

Date: Tuesday, April 14, 2009

Time: 2:00pm

Rm.112

Present: Pat, Sun, Carolyn, Larry, Lori

ITEM	DISCUSSION/ACTION	OUTCOME
1. Minutes	1. Minutes	1. No changes
2. SLO status	2. SLO printout distributed to each discipline -by June, 2 SLO per course, 1 of SLO through assessment.	2. Complete assessment cycle of 1 by Dec., '09
3. Web sites updates: model syllabi, etc.	3. Update on Omni Update Project: Com. Chairs asked to be part of evaluation team. Omni Update is a content management system that puts a layer on current page to update your pages/areas.	3. Meghan is designated in charge/ Rick N. will train.
4. Summer training schedules	4.1 Adjunct pay must be approved by board -see Nancy Kam for guidance on submitting form -aim for July	4.1 Bring date for your training to May meeting.
5. Syllabi input	5.1 Grading is too generic	5.1 Take to summer meeting?
6. Other	6.1 Possible lab changes discussed.	

Next meeting: Tuesday, May 12, 2009

2:00pm

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