



Learning Assistance Center  
**Committee Chairs' Meeting**  
MINUTES

Date: Tuesday, May 12, 2009

Time: 2:00pm

Rm.112

Present: Sun, Larry, Pat, Carolyn

ITEM	DISCUSSION/ACTION	OUTCOME
1. Minutes	1. Minutes Clarification of adjunct pay for summer training.	1. Minutes ok See Nancy Kam for format; turn in to Carmen Parra.
2. Skills Lab Meeting	2. Time agreed to _____ → Discussion focused on Title 5 regulations regarding the TBA requirements.	5/18 at 3:00pm in Meghan's office. Pat, Sun, Carolyn and Larry will go and strategize for addressing Skills Lab issues.
3. Summer Training Schedule	3.1 Depending on Skills Lab results; summer meetings need to include any changes to Skills Lab expectations. 3.2 Need to address grading parameters.	3.0 Committee chairs will submit for adjunct pay request.
4. Flow chart		4. Move to Fall agenda

This is the last Committee Chairs' meeting for the Spring 2009