



Learning Assistance Center
Reading Committee Meeting
MINUTES

Date: March 19, 2009

Time: 1:15pm

Rm.112

Present: Pat Bower, Ema Burman, Susie Cevallos-Casteneda, Lester Lawenko, Carol Norton, Michelle Sampat, Larry Silva
Guest: Maya Alvarez-Galvan

ITEM	DISCUSSION/ACTION	OUTCOME
1.0 Minutes 2.0 Curriculum and Practice 2.1 Goals	1. 0 The minutes from the November '08 meeting were reviewed and approved by the committee. 2.1 Goals - The committee generated a list of goals in order to identify priorities and projects. The following were generated: <ul style="list-style-type: none"> a. SLO b. Best Practices c. Curricular Guide d. PIE Goals e. READ 100 as competency f. Communication across the campus g. READ 110 <ul style="list-style-type: none"> - transferability - finger printing - identify school site 	1.0 Minutes will be sent forward for posting. 2.1 Ideas were generated. The committee will review each and identify areas of focus.

<p>2.2 Revisiting Curriculum, Course Outlines of Record</p>	<p>h. READ 90 - Promoting read courses as advisory & pre-requisites. i. Defining competency j. READ 70/80 lab worksheets available online k. Online documents</p> <p>2.2 All READ courses must be revisited. The EDC is requiring more specific information pertaining to curriculum and research. Submissions are due by the end of October.</p> <p>A vote was taken to decide whether to delete the posted courses or revise and resubmit.</p>	<p>2.2 Vote was ties 3-3. Larry will take request back to EDC - "Can courses be pushed back to Level 1 for revision?"</p> <p>A stipulation was agreed upon. If EDC rejects the request, the committee agrees to delete the course information and restart the process.</p> <p>The Committee will meet during project time in April to begin revisiting curriculum. Everyone to bring research and ideas.</p>
<p>2.3 READ 65</p>	<p>2.3 READ 65 is a speed reading course. The committee unanimously agreed to delete from coursework.</p>	<p>2.3 Larry will take information to EDC.</p>
<p>2.4 READ 110 / Fall'09</p>	<p>2.4 The committee wants to offer READ 110. Issues that need to be investigated before they can do so are:</p> <ul style="list-style-type: none"> a. transferability - currently it is not b. develop a relationship with nearby elementary school c. fingerprinting for tutors 	<p>2.4 Ema and Michelle will work together to complete bring forth the information needed to revive READ 110.</p>
<p>2.5 SLO</p>	<p>2.5 SLO - By June every course is to have 2 SLO's. There</p>	<p>2.5 Pat will compile the information</p>

<p>2.6 Model Syllabi/Website</p>	<p>needs to be a means of assessment for 1 SLO in every course.</p> <p>2.6 Model Syllabi to be updated.</p>	<p>for submittal.</p> <p>2.6 Ema and Susie will work with Rick Nguyen to complete the updates.</p>
<p>2.7 Competency Exam</p>	<p>2.7 The Matriculation committee is waiting a response from READ as to their official position with the competency. The committee members agree that READ 100 should be the measure of competency.</p> <p>Michelle informed the committee that Matriculation can pay faculty for their time in grading the competency exam. Hours required need to be submitted.</p> <p>Michelle also handed out a graduation statement from matriculation.</p>	<p>2.7 Michelle will write a position statement to be reviewed by the committee for submittal to Matriculation. She will inform them that an official statement is forthcoming.</p>
<p>3.0 Campus Outreach/Involvement</p>		
<p>3.1 FIGS</p>	<p>3.1 Maya Alvarez-Galvan from the Teaching & Learning Center spoke regarding the upcoming workshop scheduled for April 3, 2009. She encouraged READ faculty to attend and possible conduct a FIG.</p>	<p>3.1 Interested READ faculty will attend the April 3rd meeting.</p>
<p>3.3 Title V</p>	<p>3.3 Lester shared that the Title V newsletter has been distributed.</p>	<p>3.3 Workshop dates to be scheduled.</p>
<p>3.3.1 Tutor 10R</p>	<p>3.3.1 The textbook workshops will continue. A meeting will soon be scheduled for the next tutor workshop.</p>	

3.4 Learning Communities	3.4 Tabled	3.4 Tabled
3.5 Matriculation	<p>3.5 Michelle announced that Matriculation will put budget for grading of the competency exam. READ needs to provide information as to how many hours are spent on the grading of the exam.</p> <p>READ committee came to a consensus that READ 100 should be competency.</p> <p>Michelle also distributed a copy of the Reading Competency Requirements for Graduation</p>	3.4 Michelle will develop a position statement for READ committee to forward to Matriculation.
3.6 Flex Day	3.6 Tabled	3.6 Tabled
3.7 Campus Literacy	3.7 Tabled	3.7 Tabled
4.0 Other		
4.1 Presentation to Counseling	4.1 Tabled	4.1 Tabled
4.2 Committee Roles, Jobs, Responsibilities, Processes	4.2 Tabled	4.2 Tabled
5.0 Next Agenda Meeting	5.0 All tabled items will be moved to the April '09 agenda	5.0 Tabled items will be placed on April '09 agenda.

Next meeting: April 23, 2009

1:15pm

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