

PIE & Outcomes Tutoring Center Work Group Meeting Minutes		
Meeting 1: June 2, 2022, 3pm to 3:30pm		
Attendees: Michelle Sampat, John Cardenas, Pedro Suarez, Jaime Rodriguez, Peggy Marcy, Trista Payte		
Topic	Discussion	Action
Introductions Goals PIE	Introduced group, talked about goals of group: Pie and outcomes. Michelle introduced Pedro to talk about existing tutoring center Pies in ePIE. It was thought that not all centers have Pies that they can enter their outcomes into. It was determined that all centers are able to access Pies except for SSSC, which Pedro said he would connect.	Pedro connected SSSC to PIE reporting process in ePIE.
Planning Outcomes	Michelle introduced 5 outcomes that are commonly seen on Pies for tutoring centers and other types of labs: equity & access, resources & technological currency, staff and professional development, marketing & outreach, and staffing. The group talked about which outcomes might be good to adopt as outcomes for all tutoring centers. John suggested that we do a survey of all committee members so that we could get data on what everyone felt were the most important outcomes to look at.	John will work on a survey and send it out to all committee members.
Meeting 2: November 3, 2022, 3pm to 4pm		
Attendees: Michelle Sampat, John Cardenas, Rafael Delgado, Trista Payte		
Topic	Discussion	Action
Outcomes Survey Results & Discussion	John went over the outcomes survey results. Staffing, Equity & Outreach, and Marketing & Outreach were the top outcomes that survey takers selected. The group decided to focus on equity and discussed what types of outcomes we might want to examine from an equity standpoint. The difficulties of conducting quantitative data analyses at the diverse array of tutoring centers across campus were discussed, so it was suggested that a qualitative analysis might be a better way to go. John suggested we do a student survey based on USC Equity Center Survey common themes.	John will send out USC Equity Center Survey common themes to all committee members.

