

Library & Learning Resources Division

03/28/2015 Meeting, 6-237, 3:00 PM to 5:00 PM

Attendance: Meghan Chen (MMC), LeAnn Garrett (LG), Bailey Smith (BKS) and Michelle Sampat (MS)

LLR Division Meeting Schedule: every second and fourth Friday 3:00 p.m. to 5:00 p.m.

Topic	Discussion and Outcome
<p>Announcements:</p>	<ol style="list-style-type: none"> 1. Dev Ed conference Teaching Upside Down 4/15/16 8:30-3:00 Feddersen Recital Hall. Keynote: Dr. Michael Wesch, Kansas State U, won national teaching award, done TED talks. Interested in integrating technology into the classroom, engaging students. 2. Academic Senate California Community Colleges (ASCCC) Spring 2016 Online Education Regional Meeting (North/South at Glendale CC) - April 8th
<p>1. Area Updates</p> <ul style="list-style-type: none"> • Library • Learning Assistance Services • Learning Assistance Instruction • Distance Learning/Online Learning Support Center 	<ul style="list-style-type: none"> • Library: <ol style="list-style-type: none"> a. Student Athletes outreach - May 23 (will verify), 1,200 athletes will attend the event. The library (Jared Burton and Paul Kittle - books and database info on Kinesiology) and tutoring and other services will be there at a table to distribute info to students. b. Library does not need to purchase easels for gathering student feedback for myriad assessment projects. The division office has 5 easels that all areas may use. c. Completed mapping SLO to ILO. Ready to update info in TracDat but will wait for release of version 5. d. Standard IIB draft response due March 29 to Kristina Allende. Updates need to include current info and webpages with evidence have to be re-done or verified. • Learning Assistance Services: <ol style="list-style-type: none"> a. Short on staff now: resignations by Katie Abadie and Tiefa Gabrina-Fisher, Request to Fill being sent forward and hope they will be approved ASAP. b. Fly infestation in 6-137 finally cleared up; this problem caused classes in that room to be removed. c. LAC Svcs ordering 2 iPads: one in Tutorial Services SI, the other for Supervised Tutoring faculty to track learning activities. d. LAC staff units are working on PIE updates: Tutorial Services doing updates since Division retreat; other staff are updating building safety plan. e. Learning Lab working on SLO in Spring focused on time management tips, posters and screen content, then there'll be a post-survey. • Learning Assistance Instruction: <ol style="list-style-type: none"> a. Ema out April 5-mid May, 2016. b. There's one laptop cart that holds 20 computers while others hold 30. Need to be verified as 16 new ones are being requisitioned. • Distance Learning/Online Learning Support Center <ol style="list-style-type: none"> a. The DLC continues its work on AP 4105 Distance Learning and supports gathering faculty/student feedback on Canvas adoption.
<p>2. PIE 2015-16</p>	<p>Unit PIE 2015-16 - closing the loop with resource allocations this year: if we do not receive the commodities by end of the semester, we would still report progress, i.e., "received by June 30, 2016, and unit will be ready to implement activities in 2016-17 academic year."</p> <p>Examples of new allocations this year for which our respective PIE need to report in Closing the Loop and Progress on Outcomes:</p>

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	<p>Library:</p> <ul style="list-style-type: none"> • Library: Carpeting in general study areas, study rooms, offices (by end of Summer 2016) • Library: installation of a new public announcement system • Prop 20 funds for library materials: \$151,000 • SEP funds: Sunday hours, \$18,800 text books, outreach activities <p>LAC classroom chairs for 131 and replacements for broken chairs, and 7 faculty chairs in the classrooms (requisition was in by Feb. 2016)</p> <p>LAC 6-122 Britelink and dual projection system plus installation</p> <p>Tutorial Services – Student Equity Projects</p> <ul style="list-style-type: none"> • STEM SI • Tutor mentoring/training
<p>3. Curriculum</p>	<p>Reminder: LIBR 1 and LIBR 1A course proposals will be submitted to Stage 3 Dean Approval by April 30th. Doing so allows for feedback, discussion, and modification as needed.</p> <p>Asked all EDC reps to get input on the current approval process: The current process is (1) dept approval, (2) chair approval, (3) dean approval, EDC approval, C&I, Exec Board, then 2 readings at full Academic Senate, then Board approval. It is proposed that curriculum proposals go through C&I, to Academic Senate as FYI, and courses to Board. Additional ways of communication are proposed: EDC agenda sent to all campus, anyone can message Curriculum Liaison with questions. Curriculum Office will help ensure communication happens among faculty. Department chairs are asked to take this to their departments and email Michelle Sampat what the feedback is or the department rep know.</p>
<p>4. Enrollment</p>	<p>Spring 2016 still needs growth. Enrollment this semester very flat. Adding one LERN 49 second 8-week class, opening the existing LERN 49 8-week class MW 8:00-11:10 AM Promotion ideas: contact Counselors, WIN to get students to enroll. Students who placed into LERN 49 did not take it in Winter or enroll in Spring 2016, or did not pass LERN the first or second try. Bob Hughes - we'll ask via Instruction Office for targeted messaging.</p>
<p>5. Other</p>	<ul style="list-style-type: none"> • Chairs and bistro-style tables will be added to the rotunda area on the 2nd floor of Building 6. • MMC will explore purchasing 6 easels • The Safety Drill will be on March 17th. • The “Show Me Yours” Disaster Preparedness party will be May 5th.

Next Meeting: April 11, 2016 from 3:00 to 5:00 p.m.

Cc: Instruction Office