

Library & Learning Resources Division

09/28/2015 Meeting, 6-237, 3:00 PM to 5:00 PM

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

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

Topic	Discussion and Outcome
1. Minutes from 09/11/2015	<ul style="list-style-type: none"> Minutes were approved with minor revisions.
2. Associate Dean of Library and Learning Resources	<ul style="list-style-type: none"> An Associate Dean for Library and Learning Resources was approved (President's email 9/24/15). It is hoped that the position will be filled by the end of the semester to allow that individual to attend our Division Retreat and prepare for the Spring 2016 semester.
3. Evening Classes	<ul style="list-style-type: none"> President Scroggins has indicated an interest in revitalizing evening classes and programs. Evening classes with low enrollment need protection while a robust evening or weekend program is developed. Learning Assistance could offer a basic skills sequence with guaranteed enrollment in subsequent semesters. EB and MS will conduct a survey of evening students to understand their demographics and needs. How did you hear about this class? Why did you enroll in an evening class? What times are preferable for you next semester? Evening classes can be paired with Workshop offerings in the library.
4. Online Education Initiative (OEI) Update	<ul style="list-style-type: none"> NetTutor is offering free tutoring to all online courses. We have 64 sections of 100% online courses. Before advertising to students, we need to ascertain what NetTutor will provide to students. We also need to make sure we are providing students and faculty with comprehensive information about all available tutoring. A memo will be sent to all DL faculty. OEI has rolled out an online readiness module. Students would get a customized report with resources. Canvas is the new Learning Management System that the 5 classes in the OEI pilot will use in winter or spring. It is up to the campus to determine whether they eventually want to change the LMS and whether or not we want to participate in the Consortium. OEI is working on an RFP for academic integrity and for proctoring software. OEI is having faculty meetings for faculty teaching in OEI. November 6th there will be a DL Conference.
5. Faculty Request Ranking	<p>We have inadequate resources to effectively provide services to students and support the mission of the college. The librarian to student ratio is approximately 1 to 7600.</p> <ul style="list-style-type: none"> Student Equity and Outreach Librarian: This librarian would be responsible for Outreach to the general population as well as for student equity initiatives. Ranked first. Assessment Librarian: A comprehensive assessment plan and evaluation is needed. This position directly relates to an Accreditation Standard. Ranked second.
6. Division Retreat	<ul style="list-style-type: none"> We need a team to plan the January 29th Division Retreat. We will meet once in October, once in November, and once in January to plan the day.
7. Area Updates Learning Assistance Instruction Learning Assistance Services	<p>Learning Assistance Instruction:</p> <ul style="list-style-type: none"> READ 100 was approved by EDC and will be submitted for CSU GE in Critical Thinking Category A3 after Senate and Board approval. Learning Assistance writing faculty members are planning to invite English faculty members to meet. Flooring was ripped up in June, but has yet to be replaced. BKS will follow up. Faculty members would like a place to display student work. A digital or online gallery might be a viable option. The student display case is available. Faculty members would like research support to work on developing meaningful SLOs as well as doing other research. Action Research could be added into the Division Retreat. <p>Learning Assistance Services:</p> <ul style="list-style-type: none"> Faculty Q and A sessions on online tutoring are being offered. The Dev Ed Study Team Fall Follow-up is on October 16th. It will be a student-centered view of developmental education.

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	<ul style="list-style-type: none">• BKS will be at the RP Group Strengthening Student Success Conference next week.
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Next Division Meeting, October 12th, 3:00 p.m. to 5:00 p.m.

Cc: Instruction Office