MINUTES OF THE MEETING
STUDENT SUCCESS COMMITTEE
PRESIDENT'S CONFERENCE ROOM
March 2, 2011

Present: Norma Jacinto, Clare Norris, Karen Quitschau, Matt Robertson, Timothy Russell, and J.A. Friedman

Guests: Adrienne Foster

The Minutes for February 16, 2011 were reviewed and corrections recommended for the revised version.

Discussion Items:

1. Tutors. Timesheets for tutors will be processed through Judy Chow. This is an administrative decision.
2. Minutes and agendas will be placed on the Senate website. Jack Wong will implement this.
3. Adrienne Foster moved (Russell seconded) that the foundation Skills comprehensive Plan should go to the Senate for a final reading on March 8. The vote was unanimous.
4. There should be a cost per student rate developed for the students served by the HLRC.
5. Strategies for using tutors included:
   a. Providing students with instructor assignments.
   b. Using WLAC students as tutors rather than students from other colleges.
   c. Training tutors on note taking.
6. Faculty Strategies:
   a. Posting notes and lectures electronically.
   b. Using video production of lectures that can be placed online so that students can repeat lectures on their own time.
   c. Include faculty training in the Tech. Fair.
   d. Include partner high schools in the Tech Fairs.
   e. E-mail syllabi to students online prior to the start of the semester.
7. Scholarship information should be sent to all students electronically.
8. Place notices by the campus ATM machines.
9. Faculty should test new instructional modalities such as the Pierce Math program.
10. Course work needs to be appealing.