**DRAFT**

**Academic Senate Joint Student and Instructional Support Committee**

**September 11-2017**

**Attendees:**

Jason Beardsley

Trish Burson

Elisa Meyer

Brian Rodas

Gary Todd

Eleni Hioureas

Stephanie Lewis

**Excused:**

Wendi DeMorst

**Guests:**

Georgia Lorenz

Daniel Berumen

1. Announcements and introductions
2. Georgia Lorenz was invited to discuss the possible formation SCIS advisory panel to solicit input from a greater number of departments then the current SCIS membership reflects.

She also noted that there is some student concern that tutoring centers have hours, rules and policies vary from center to center. Things that the tutoring centers might consider are:

* 1. Consistent type of training for tutors that will create a more robust student experience
	2. More uniform policies wherever possible
	3. Tutor tracking system that can be adopted campus wide for data collection for program needs and improvement and for accreditation.
	4. Solicit input from faculty about what they things they feel are lacking in their area’s tutoring program and what they feel works well.
	5. Need for a tutoring fact book (which may be addressed by the Tutoring Handbook created last year)

Brian Rodas brought up the need for common understanding of roles and expectations of IAs and the various types of tutors, e.g. embedded, supplemental instruction, etc. Also brought up was the possible need for something like a needs assessment which could be done using the WIN method suggested by Stephanie:

1. What works well
2. What needs improvement
3. What happens next

Answers to the first two questions will inform the third.

Jason will contact the department chairs to solicit members for the Advisory Board meeting which is tentatively scheduled for October 5th at 1514 Pico. Refreshments will be served.

The journal article that Jason distributed regarding the Library of the future was discussed as well as the plans that the Library has under consideration to address evolving student need. We need to acknowledge that we have a commuter population who spend long hours on campus so the Library has to fill many roles for our students. They need a place to study, to relax, to meet with friends, and work in groups. They also need space to work on projects in groups or alone.

The Library was done a deselection project with an eye towards eliminating some book shelving to create space for students. The exact purpose that the reclaimed space will have will depend on funding, but some issues and possible barriers are:

* Building design and architecture
* Open spaces-soaring open area ceilings minimize floor space
* Concrete walls that amplify sound
* Lack of technology infrastructure in parts of building
* No available ports on switches for additional active connections
* Lack of furnishings (need more individual study carrels, more leisure seating, etc.)

Meeting adjourned at 5:05pm