Committee Meeting Report

Committee: Learning Skills Viability Committee
Date: 01/29/2014

Participants
Daniel Marlos, Arax Cohen, Dana Cohen, Kathleen Beaufait, Jeffrey Nishimura, Dan Walden, Eric Kaljumägi
Guests: Armenuhi Juharyan
Absent: Jimmy Guevara, John Freitas, Alex Davis, Kalynda Webber

Meeting Outcomes

• Discussions
  o Student surveys were discussed. Mr. Kaljumägi suggested that we should categorize the students in cohorts, e.g. students that completed a Learning Skills course, but never took English or math course. Another cohort could be the group of students who completed a Learning Skills course and a college level English or math course, etc.
  o Another option is to preselect the students to be surveyed and send them an e-mail with the survey link. The issue with the e-mails is that most students don’t check their student e-mails assigned by the district, and the personal e-mails on file are not always updated. Therefore, it was also suggested that students enrolled in a Learning Skills course be asked to complete the survey at the Learning Skills center computer lab.
  o Faculty interview questions were discussed. Mr. Marlos had simplified the faculty interview questions and sent them to the committee members for approval prior to the meeting. It was suggested that the following question be added to the list: Is there anything else you would like to add?
  o The faculty members have expressed a concern about the interview being recorded. Therefore, it was decided that minutes will be taken instead.
  o It was also discussed that the faculty members be interviewed as a group vs. to individually so they don’t feel like being interrogated. It was suggested that MaryAnne call for a department meeting and the interview be conducted then so that the two Learning Disability specialists Susan Matranga and Donna Morley who are not teaching during the winter intersession will also be interviewed.

• Tasks to be completed:
  o Mr. Marlos will contact MaryAnne and ask her to arrange date and time for the faculty interviews to be conducted preferably early next week.
  o Student survey questions and target/cohort groups will be finalized.

Adjournment: 4:15pm
Next meeting: TBA

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