



LUNA COMMUNITY COLLEGE
Tutoring Sub-committee Meeting Minutes
Friday, February 21, 2020 @ 9:00am
Shared Governance Suite

Member present:

Raymond Varela
Sergio Hartshorne
Shaelyn Muldoon
Shannon Ortiz
Betsy Sanchez
Rita Surdi

Members absent:

Nursing representative, Amanda Tapia-Benavidez

Meeting called to order

9:08 am by Raymond Varela and Quorum established

Approval of Agenda

Betsy motioned to approved; seconded by Shannon and approved by the group

Approval of Feb. 7 minutes

Shannon motioned to approve the minutes from February 14, 2020; seconded by Betsy, final motion by the group

Action Items

Informational/Discussions Items

Tutoring progress

There was lengthy discussion about the tutoring progress. Raymond Varela mentioned the numbers for tutoring visits have stayed consistent since February 14. Schedules are now being sent weekly to students now that Raymond has access to email "all students."

On-line tutoring

Shannon and Raymond will discuss with Larry Paiz on getting a training for online tutoring and return that info to the group. Betsy has notified students they could contact ACE to set up an appointment for online tutoring.

Biweekly meetings with work sessions

Raymond mentioned that a meeting every week is not necessary. Group agreed and would like to have a meeting every other Friday and use some of the Friday's for work sessions.

No bills to review

Follow-up for next meeting

Online tutoring training

Time and place for next meeting

Work session February 28, 2020 at 9:00 am via email.

Next scheduled meeting Friday March 6, 2020 at 9:00am in Shared Governance Suite

Meeting adjourned at 9:41 am

Betsy mentioned; Shannon seconded, final motion by the group