



## **Strategic Plan: Goal Three**

**Meeting minutes  
March 2, 2015  
3:00-4:00 pm SC213**

Present: Marilyn McCarthy, Sue Cunningham, Steve Cate, Mike Hearn, Lynne Nadeau, Susan Martin, Deb McKinney, Janice Rogers

### **1. Updates from subgroups**

#### Accessible Media

Susan reported on updates regarding accessible media. Harvard and MIT sued over failing to caption online courses- she is sending around the article. **Project team 1** is working on professional development for all at the college. This includes creating course accessibility checklist for instructors. **Project team 2** is coordinating activities with Carroll School for the Blind. They reviewed a hybrid Abnormal Psych course for accessibility in January and will follow up with the instructor as part of a new collaboration with NECC under a \$25K grant, \$5K of which is Perkins funded. 6 URLs will be reviewed for accessibility in advance of redoing NECC website. They are planning a presentation for Jan 2016 webinars (NECC/Carroll) broadcast to other colleges who want to use their services. **Project team 3** is working with MARCOM to promote accessibility in WordPress and doing special training with Andrea McPherson, Michele Simon.

Susan noted that Blackboard email drop down list doesn't show up in the screen reader, and URLs to 3rd party YouTube sites need accommodations. Susan will demonstrate at May team meeting. A detailed handout of projects accessible media projects was distributed.

#### Library

Mike Hearn reported more tech assistance hours are available this spring because of freer schedules and library funds that allow more night coverage. Assistance is being used less this semester than in the fall- approx. 296 users in fall, 198 in spring. In next year's budget he asked to make the Tech Assistant positions permanent, one on each campus. As part of the Spurk renovation project, he proposed having the open computer labs currently run by IT in B building come under library supervision instead. Funding and space configuration are the biggest issues, but there is some admin support. IT would like to have this switchover.

#### Tutoring Center

Lynne reported that the center in Lawrence has new flooring and new windows in doors to L200, more welcoming and open now. The room with computers for assessment is now a language lab for ESL, has a window to staff area in ELC. There was an Open House on Feb 3

with good attendance though lower than anticipated due to snow. She is working on creating a faculty advisory group to the Center, with the first meeting on March 10<sup>th</sup>. The focus is on how faculty can help the Center and vice versa.

**2. Definition of Supplemental Instruction for 2015-16- review and discussion**

Lynne presented a more streamlined plan for SI and distributed a handout "Supplemental Instruction: Role Definition for 2015-2016". This was already approved by Bill H. There is a 7% differential in STEM classes with and without SI; much lower in non-STEM or even negative. For Writing classes- students concerned mostly when a paper is due, so didn't show up regularly. The decision is to confine SI to STEM courses from now on and the invitation to apply went to STEM faculty 3 weeks ago. Decisions on which courses will be SI is made by the deans. About 20-25 classes are running this semester (scaling up would be logistically challenging). Student in non-SI classes go to the Tutoring Center for assistance. They are generating attendance data; IRP creates a report. A recent innovation is 3 classes holding SI sessions in C203, which are open to other students in other sections of the same course. They are using experienced instructors and SI leaders for this pilot. There are ongoing concerns that some students can't make SI sessions because of scheduling conflicts- still strategizing on better advertising of the sections beyond "roll over" feature on published schedule. Si sections are noted by the SI section code, and courses per semester are listed on the SI webpage under the Student Services tab, Academic Support Services section.

Susan Martin comment- not sure Jaws screen reader will be able to read this; also underlined to show it is different but red not accessible

**3. CSS Survey questions and proposal update**

CSS/FYS name change for fall 2015. There were questions about students who take FYS101 and then change to a program that has an embedded FYS course such as HES102. Students will hear some of the information again but in a new, program specific context. Survey is going out on the proposal and a vote will be taken at the April 6 ACA meeting.

**4. In place of the next meeting, please attend the PARCC Forum from 2:30-4:00pm Monday, April 6, 2015 in TC103A, telecast to Lawrence LC301.**

Discussion with Train Wu on nonacademic barriers to student success- Lawrence Working Families Initiative is postponed to the May 4 meeting.