

I. Nadia Y. Nugroho

Tutoring Advisory Committee Meeting

October 14<sup>th</sup>, 2014, 3:00pm-4:30pm

## II. Discussion Items:

- Acknowledgement of New Members
- Discussion about the hiring process of the Tutoring Center
- Discussion about the name change → “Student Learning Center”
- Discussion about the public relations items in regards to promote the “Student Learning Center”
- Discussion about the Student Satisfaction Survey which was held over the summer
- Discussion about the plan of having workshops to help the tutors
- Discussion about opening pre-college classes

## III. Items of Interest to the Student Cabinet and/or Student Administrative Council

- Discussion about marketing the “Student Learning Center”: In my opinion, the fliers, the newspapers are great ideas. The newspaper is very attractive because, for instance, it has math problems at the back of the newspaper. And if students find some difficulties in trying to solve them, they will have to ask tutors at the Math Learning Center. In addition, I believe we can promote the existence of the “Student Learning Center” through social media such as Facebook so that more people will be able to acknowledge the SLC. I personally encourage all the students to get involved more in the SLC by actively use the facilities there. Moreover, I also would like to remind all students to always sign-in at the front desk because signing-in would allow the SLC to track how many students and what type of facilities they use. That way, they could have a proof that the SLC is working and helping the students at NSC. Hence, the budgeting for SLC will flow more easily.
- Discussion about opening pre-college classes: SLC coordinators are initiating to open more classes that would help students to enter college-level classes. Classes that, for instance, focused on reading skills or focused on humanities vocabulary is seen to be helpful for students. From my point of view, it is great because, for example, as an international student I did not have the chance to have a class that was focused on reading. Hence, I found some unprepared for my English 101 class even though my TOEFL score allowed me to jump right into the class.