

Criterion Three Subcommittee Meeting
March 31, 2008
2:15 pm
Music Building Room 103
Seminole State College
Minutes

Members present: Marta Osby, Paula Rutledge, Marguerite Hearod, Susan McLaughlin, and Rayshell Palmer

Guest: Pam Koenig, Self Study Chair

- I. Co-Chair Marta Osby informed the committee members of the deadline for submitting examples of evidence by April 1, 2008. Committee members not assigned to Core Components 3c and 3d asked to help other committee members to brainstorm on additional examples of evidence.
- II. The committee reviewed 3D and Rayshell agreed to email instructors about the Practicum sites including, Dr. Jacque Stewart, Bill Knowles, Lori Eberhart, and Diana Lynd. Marguerite discussed challenges such as the need to extend hours of the Testing Center and Library in addition to having possibly weekend hours. Group discussed online line enrollment for students and the development of a questionnaire for those enrolled in online classes.
- III. Marguerite noted an email she received from Tracy Jacomo asking for information about tutoring assistance in the Library and stated that the information would be valuable for 3D as well. Susan McLaughlin mentioned she would check into the criteria for nursing tutors.
- IV. In regards to student organizations and tutoring assistance through Upward Bound, Paula mentioned that she had contacted Beverly Williams and Jarrod Tollet. The group suggested that Shelley Watson submit information about advising international students and that Tom Mills be emailed to contact Student Support Services.
- V. Next meeting set for April 30, 2008 in Haney Center Room 122 at 2;15 pm.
- VI. Meeting adjourned at 3:15 pm