**CUNY Learning Center Directors, Managers & Coordinators**

**April 27, 2018 11:30 AM to 1:30 PM**

Agenda

1. Introductions
2. Recap of the year so far
3. Next meeting: Summer or fall? Where?
4. Mission & Goals & Bylaws:
   1. From February: People had different ideas regarding the mission and goals of the group. Next steps:
      1. Establish a timeline and delegate responsibility
      2. Cast a wider net for input (LC directors who do not attend: maybe a survey we design?)
      3. Move toward consensus
      4. Create and circulate a draft
      5. Approve and distribute a final version
   2. Discussion questions from BMC Dean of Institutional Effectiveness (repeat of February discussion)
      1. How does this committee assist the City University of New York in reaching their goals and strategic priorities?
      2. How does this committee enhance your professional growth and assist your institution in reaching its strategic goals and objectives?
      3. How are we measuring what we are doing in comparison to the national standards set by nationwide tutorial Organizations? What are we doing to ensure compliance and best practices?
   3. Let’s develop a survey today to cast a wider net about our mission and goals AND to gather information we’d like to learn about each other
      1. Some suggested items:
      2. What is your biggest operational challenge?
      3. What is your biggest assessment challenge?
      4. In what 2-3 specific ways can CUNY better support the learning centers?
      5. To what professional organizations do you belong?  What publications do you read?
      6. What should be the mission of the CUNY LC group?
      7. Name one or two specific goals the group should have?
5. Think, Pair, Share! Additional survey items (look at discussion questions above in 4b)
6. Timeline for survey creation, distribution, write up of results