A map of the state of washington

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Winter 25 Meeting

DATE: 02/07/25

TIME: 10:00am-12:00pm

Present: Julia Mitchell, Jeffrey Janosik, Lindsey Powers, Janice Taylor, Prairie Brown, Lisa Sandoval, Lyall Rudenskjold, Ward Ryder, Lisa Sandoval, Christina Kazaryan, Maryn Gunning, Valencio Socia, Nathan Grogg, Tori Stanek, Erin Smith, Emerson Peek, Sarah Tsai, Sheena Hendrix, Liz Warfield

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|  | **TOPIC** |
| 1. | **Welcome & Proposal Update:**   * Meeting was attended by 19 members. We welcomed Nathan Grogg and Ellie Reiboldt from Spokane Community College. * There are no updates on proposal status. Peter connected board members to Stephanie Delany to move forward. Proposal was provided to her and no further information has been received. |
| 2. | **Board Updates, Reminders, & Information:**   * Enhancing membership to include all WA CTC’s   + Still seeking information members from **Centralia, Bates, Clover Park, Pierce Fort Steilacoom, Pierce Puyallup** if anyone knows or has contact with anyone in these areas. * Reminder, meetings will be held quarterly on a Friday, 2-hour duration.   + Poll taken and 10am-12pm was determined time |
| 3. | **Teams Interactive Exercise:**   * Jeffrey created and provided instructions for accessing Teams this document can be found here: [Locating the LTCC Teams Account.docx](https://clarkcoll.sharepoint.com/:w:/s/LearningTutoringCenterCouncil/EZ5CYcHzALBKhWNZx3qmMlQBA06NUvSvs3Kl9164KZYNMA?e=3OrfZu) * Participants all accessed Teams and familiarized themselves. If you were unable to join our meeting, please take a moment to enter the Teams site and add your introduction of yourself, your college, and the Special Topic that interests you most or propose a Special Topic not listed. * All members are invited to add their information to the various Team Special Projects Channels or post any questions that they have of the group. |
| 4. | **Form Responses: Please complete the following form:** [**https://forms.office.com/r/bSKEASzHtm**](https://url.usb.m.mimecastprotect.com/s/gLBbCVJzy8ux7KjPhGfyTE5zSm?domain=forms.office.com)  This is to provide information on the following:   * Tutoring Structures/Organization * Tutoring Certifications and Memberships   Members will be notified when results are ested in Teams. |
| 5. | **Breakout Rooms:**  We broke into groups to further discuss our Special Topics.  Notetakers from each group are to post the notes from their discussion in each channel. For those that did not take notes but would like to add, or for those that were not in attendance, please add your information and ideas to these channels. |
| 6. | **Special Project Sharing:**  Idea is to determine if the Special Projects require any investigation or formulation of shared documents that can support everyone. Is there information to be presented or shared back with th group? Who is taking lead on Special Project? What is the plan for finding additional information, where/how it will be shared (i.e., presentation at future meeting or repository in Teams Site)  Again, if you have not accessed TEAMS or are having issues please email [jltaylor@clark.edu](mailto:jltaylor@clark.edu)  Teams site link is: [Learning & Tutoring Center Council | General | Microsoft Teams](https://teams.microsoft.com/l/team/19%3AWQAFUvSOzmfRB9JzirB5-TNpeUo_mOjlJod2UMZ6-881%40thread.tacv2/conversations?groupId=b96824b9-a209-44e5-8ca2-1e4835424987&tenantId=f00c0413-1d6c-437c-869f-4b4d01ab65ed) |
| 7 | **Wrap up:**   * Next meeting (Spring) will be 5/23 from 10am to 12pm meeting invites to be sent shortly |