

## **Learning Resources Staff Meeting**

**January 5, 2016 – 10:00 am**

Present: LGeorge (LG), JLuna (JL), SKunisaki (SK)

### **TracDat – Program Plans**

- All three staff in attendance prioritized program recommendations for 2015 – 2016.
- LG will check the BSSC and LMTC to find out how many chairs must be replaced.
- The scheduling software will be piloted in spring 2016 if possible
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### **Spring Workers' Schedules**

- Learning Resources full-time staff will be scheduled to help staff in LMTC during spring as needed.
- JL is working to finalize workers' schedules this week.
- LH is working on finalizing tutor schedule