

TEACHING & LEARNING COMMITTEE MINUTES

February 18, 2014— 2:30-4 p.m., CO-420

Present: Laurie Huffman, chair; members Christina Goff, Natalie Hannum, Kiran Kamath, Cindy McGrath, Akilah Moore, Gail Newman, Alex Sterling, Sara Toruno-Conley, Nancy Ybarra.

Members welcomed, no public comment

Agenda approved

Minutes of January meeting rough draft reviewed. Final meeting minutes to be brought to March meeting for approval. Addition of Kiran and Christina's names to the present listing of draft minutes.

Reports Out:

- Assessment Updates: Christina reported that there was some confusion regarding the with the reporting of Cohort 1. Departments are still learning how to use the program review tool for checking off the assessment. So far 16 courses have been checked off for Cohort 1 and the checking off of the boxes has been a challenge. Nancy Ybarra recommended that no reports prior to the new model be uploaded (2013-14 reports only to be uploaded). Cindy asked if there is a repository for all assessments prior to the new model, and Christine shared that those are loaded in the year of each program review. Kiran reminded the group that all institutions must have been in full compliance with ACCJC as of 2012. It was decided to ask departments to begin cleaning up courses that are not offered and exist in the catalogue via the inactivation/deactivation process through the Curriculum Committee. There are 564 active courses and 408 have been assessed and 50 inactive.

- GE Update & GE Assessment: Alex shared with the group the possibility of taking a new look at the role of the GE Assessment lead. He shared that in each of the GE meetings the majority of the time is spent in reviewing course outlines. This does not give much time to in-depth discussions regarding important GE issues. Alex also shared that the role given to the GE chair in regard to Professional Development is a challenge due to limited time to develop PD events and the lack of interest on the part of the faculty. Alex asked the group to possibly take out PD to concentrate on the course outline GE review and the Assessment research piece. Alex is promoting that the college institute a separate Professional Development lead position that would incorporate GE and other committees/groups on campus that could guide the PD lead.

- Accreditation: Kiran asked that the group begin to write the ACCJC Report that is due in March. A sub-committee made up of: Christina, Cindy, Kiran, Nancy and Laurie will meet in March prior to spring break and begin to answer questions related to Assessment.

9. Future agenda items: Liberal Arts Major and Program Review and Assessment Responsibilities, Faculty Satisfaction Report, updating TLC website by May

10. Meeting adjourned.