**Teaching & Learning Committee Minutes**

May 14th, 2013—2:30-4:00pm, CO-420

Present: Laurie Huffman (Chair), Scott Cabral, Cindy McGrath, A’kilah Moore, Sara Toruno-Conley, Alex Sterling, Gail Newman, Christina Goff, Ryan Pederson, William Cruz, Kiran Kamath,

Absent: Paula Gunder, Patricia Tirado

1. **Welcome and Announcements**

Laurie welcomed the group.

1. **Approval of Agenda and Minutes**
   1. Agenda was approved
   2. Minutes were approved.
2. **Accreditation** 
   1. Kiran gave an updated accreditation report. Laurie passed out the first draft of the Standard II responses that were submitted. (Nancy Ybarra worked with Laurie to compile all of the information for the first draft) It will be reviewed and second draft is due in October.

**IV. Updates**

* 1. Assessment Update (Christina)
     1. Nearly 80% is complete
     2. Department chairs have been submitting their summaries Christina is hoping additional summaries will come in after summer break
     3. Comments/Concerns
  2. GE-Update (Alex)
     1. The GE Committee finished their assessment plan and decided what to do.
     2. The research office will be helpful; we can sent them the student ID numbers and scores and they will do the data work
     3. Proposed an August FLEX

a. Clarify the rubric and apply it to a few essays. Evaluate how the group rates each essay based upon the sample rubric

* + 1. Paper scoring during FLEX in January

1. **Fall Monday Campus-Wide Meetings for TLC/FLEX (Laurie)**
   1. GE and TLC will have a Monday meeting slot on Sept.23rd.
   2. Laurie and Christina will offer a FLEX for faculty that have not completed Assessments
   3. Laurie will develop a Blog for Assessment dialogue related to how faculty has been using their assessment information and to share/collaborate on ideas on assessment measurements (in-class).