Teaching & Learning Project Minutes

May1, 2012 Office of Instruction – Conference rm 420

**Present:** Cindy McGrath, Chair, Kiran Kamath, Tawny Beal, Scott Cabral, Gil Rodriguez, Julie Von Bergen, Mike Grillo, Christina Goff, Katalina Wethington, and Margaret Hertstein, Note-taker.

1. Welcome, public comment and announcements.
2. The agenda was approved with a recommendation to move #6- Fall Accreditation reporting narrative assignments up. Kiran has to leave for another meeting.
3. Minutes from March 20 and April 17 were approved. The April 17th minutes has one correction to item #7. Remove the “Kiran is working with Mojedh Mehdizadeh on a method to obtain it” part of the sentence.
4. Constituent updates:
	* Developmental Education is working on their assessments, almost done.
	* CTE – Mike has been pushing throughout the semester for CTE folks to get their assessments done.
	* Anthony Hailey will be the CTE representative for TLC for FA12.
5. Implementing the new model in FA12:
	* Leadership transition update – Rebecca Talley, Julie Ashmore, and Patricia Tirado will be the P.T. reps.
	* Laurie Huffman would like to represent TLP as chair. She would prefer a co-chair if possible. She will also be the Curriculum Committee Chair, but she can ask if someone else on Curriculum is interested in TLP. Some of the representatives will be part of TLC and other committees. The committee previously agreed it was ok to wear several hats for TLC.
	* Cindy/Tawny will forward these names to Academic Senate.
	* Cindy has received 5 course cohort assignments. She will put out an email to ask for others.
	* A Fall Flex proposal was submitted. The plan will be to have a 10 a.m. to 12 or 12 to 2 p.m. time. The first part of the flex will be a panel. End with an update from the new TLP chair regarding the model implementation and then lunch. (Lunch either before or after depending on which time is assigned). This will be the Tuesday of Flex. Recommendations for panel presenters were: Nancy Whitman from World Languages; Welding or CTE person; Curtis Corlew for Graphic Arts; Sara Toruno-Conley for English. Maybe Coleen Ralston for PE and Karen Nakaji as representatives. It would be interesting to have representatives from single program courses.
	* For now it was recommended to meet the 3rd Tuesdays of the month from 2:30 to 4:00. This can be adjusted if needed. The three leads can meet off weeks if needed. The committee wants to be sure Cindy is still on TLC.
6. Fall accreditation reporting:
	* CSLO/PSLO/GE SLO’s: Christina reported we are at about 36 percent right now. However, she is optimistic that many are working on them currently. CTE seems to be on board, most should be done. PE has asked for a Fall Flex activity with Christina. Music asked Christina to follow up with them individually. The LVN program is the only one Christina hasn’t heard anything from. Cindy reported that PSLO’s are in a good place at about 79 percent now. Many are IP so we should meet goal. We are at 80 percent with GE SLO’s.
	* Camp SLO – Christina and Julie will be doing Camp SLO. They will ask Debbie Wilson to join them and pick dates that work with their schedules.
	* Fall Accreditation Reporting: Kiran handed out the standards rubric and the committee went through the sections of the report and discussed. The outcome is to have everyone complete their section and bring it to our next meeting to review together.

The committee wants to thank Cindy for the amazing job she did as our leader! Cindy will invite Laurie to our next meeting May17th.

Meeting adjourned: 3:55 p.m.