

MEMBERS: Scott Hubbard (Chairperson), Iris Archuleta, Josh Bearden, Christina Goff, Edward Haven, Chialin Hsieh, Briana McCarthy (CSLO/PSLO Coordinator), Cindy McGrath, Patrice Moore, Nikki Moultrie, Ryan Pedersen, Tue Rust, Scott Warfe, and Nancy Ybarra, Shondra West (Note Taker)

Absent: Nina Ghiselli, Kevin Horan, and Penny Wilkins

Guest: Marie Arcidiacono Kaufman and Liz Green

Item Number	Topic/Activity	Notes
1.	Call to Order	Meeting called to order 2:37pm
2.	Announcements and Public Comments	<ul style="list-style-type: none"> Welcome and Introductions completed by committee members and guests
3.	Approve Agenda	Approved; (M/S: Rust/Hsieh); unanimous
4.	Approve Minutes from May 8, 2018	<p>Approved with changes; (M/S: Rust/Haven); motion passed (9); abstentions (4) N. Moultrie, S. Warfe, C. Goff, an L. Green</p> <ul style="list-style-type: none"> Update the spelling of Corrymella
5.	Updates regarding PRST, and teacher training cohort	<p>Scott sent an email regarding DVC’s program review system used for curriculum and assessment. This upcoming Thursday, from 2-5pm at District an Ellumen presentation will be provided for consideration to replace the PRST. Ellumen is used by various colleges. A team of LMC people have been inclusive in the process of selecting a PRST replacement vendor. If approved, Ellumen will support LMC’s program review/assessment/curriculum process. Scott checked with two other schools that are using Ellumen; one being Los Positas. It was shared all three colleges (CCC, DVC, and LMC) will have access to Ellumen; however manipulation of the system may be suited differently for each college use.</p> <p>Briana shared a one year timeline was developed for the teacher training cohort effective Spring/Fall 2019. The program was funded to start Fall 18 which was postponed to Spring 2019. The logistics components will be completed before the first cohort start Fall2019.</p>
6.	Final Report outline, feedback, and timeline	<p>Scott shared the final report is due Fall 2018. Scott developed a final report outline and requested the committee to review and send feedback via email. The information received will be shared at the next meeting.</p> <p>Scott requested for members to assist with drafting the final written report. It was recommended to develop an ad hoc committee. Nancy, Briana, Edward, Chialin and Scott agreed to be members. A rough draft will be prepared by October, a final draft submitted to SGC by November, and Academic Senate approval by December 2018.</p> <p>Approved: (M/S: Moultrie/McCarthy); unanimous</p>

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<p>7.</p>	<p>Goal Setting for the year</p>	<p>Scott shared the proposed TLC goals for 2018-19. TLC has completed the assessment cycle for over 12 years. In the past the goals focused on assessment completion. This year’s goal will focus on self-actualization, re-evaluating TLC’s name (teaching training cohort), determining the need for a teaching learning space, reorganizing meeting times and positions that are purposeful, and maintaining accreditation requirements by completing the midway and final reports. Scott asked for committee feedback whereas Briana tasked the committee to:</p> <ol style="list-style-type: none"> 1. Look at TLC’s website from the lens of a first timer completing assessments and provide feedback. 2. Talk to constituents about the assessment process. 3. Determine what the frequent questions/concerns are. For example, what percentage of courses should be assessed? 4. Review and update the assessment “How to Guide”. 5. Prepare for next week’s meeting. TLC/Assessment documents will be provided for the purpose of updating them based on the comprehensive feedback received from items 1-4. <p>Josh shared ideas regarding the future plans of TLC. The goal is to meet the college needs outside of assessments. For example based on faculty comments received from Josh’s Focus Flex on Teaching and Learning and pedagogy, faculty wanted more similar trainings. Josh asked the committee to consider:</p> <ul style="list-style-type: none"> • Look at the committee structure and funding to determine effective assessment methodologies for teachers. • Restructure TLC by developing partnerships with other committees/departments to access funding and support. For example BSI/3SP/Equity have merged objectives, outcomes and resources together. • Rebrand TLC from a different viewpoint whereas the committee isn’t viewed as storing assessment results; instead offering support for teachers to create strength based assessments. • Teaching & Learning center could help with having a place for faculty to meet and work on assessments. • Funding maybe concern to operate the Teaching & Learning Center. • Recommend that TLC partnership with Guided Pathways. GP outcomes/objectives are focused on assuring academic goals are meet and learning effectiveness are based on PSLOs. TLC partnership with GP as the learning pillar can help in other ways of meeting accreditation standards and becoming a useful topic for the Quality Focus Essay. With the QFE, colleges write an essay to share what areas are working well. • Determine within the restructure ways to incorporate faculty engagement components in order to begin the conversations and design techniques that are meaningful for faculty participation.
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		<ul style="list-style-type: none"> • Create a space devoted to faculty that will build a consistent teaching and learning environment whereas faculty can learn from one another. <p>Scott shared that the future TLC Chair would need to move these initiatives forward.</p> <ul style="list-style-type: none"> • It was recommended to develop an ad hoc committee. • It was recommended that Academic Senate facilitate the conversations what’s needed to show evidence that it’s necessary to restructure TLC and provide a teaching learning environment that house all the key people in one area instead. • Use a survey effectively to retrieve information useful for starting the dialogue at the academic senate meeting what’s preferred about innovating pedagogy.
8.	CSLO/PSLO Discussion	Briana shared - assessment drop-ins are available. Check the website for more information.
9.	GE Discussion	n/a
10.	Adjournment	4:00pm Next meeting October 9 2:30-3:55pm

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