Teaching & Learning Project Minutes

October 18, 2011 Office of Instruction – Conference rm 420

**Present:** Cindy McGrath, Gail Newman, Gil Rodriguez, Scott Cabral, Mike Grillo, Katalina Wethington, Christina Goff, Julie Von Bergen, Margaret Hertstein, Note-taker, Caitlin Lee, Student Representative.

Guests: Nancy Ybarra and Ruth Goodin.

1. Welcome, public comment and announcements: Welcome to our new student representative, Caitlin Lee. Introductions were made around the table.
2. Agenda – Approved with adjustment to order, item #7 will move up to item 4.
3. Minutes from October 4 – Approved. (Gil inquired how the name for TLP will be changed. Cindy will include that in the membership draft to SGC).
4. Flex was discussed. Cindy and Katalina will prepare a proposal that will include a morning session 9 to 1 and an afternoon of 1 to 3. In the proposal will be an invitation to have TLP coaches come to departmental breakout sessions for assessment work. Make it clear that assessment work is the reason for departments getting together. Individuals or one person programs (units) will have a TLP-assessment workshop choice also. Katalina and Cindy will get this proposal to Ruth by Thursday 10-20-11.
5. Student Success Conference reports were given.
	* At the conference awards were given out. TLP might look at what those colleges did to improve student learning.
	* The acceleration model was presented by Myra Snell and some aspects of this model would be good to consider during planning processes.
	* Barbara Beno’s, Accreditation workshop indicated we should stick to our deadline of FA12 having all SLO assessments completed.
	* There are discounts available for purchasing programs. CESSI.
	* Student Services is on the right track. Moving away from surveys that ask for student satisfaction into what do we want to learn and improve on? How are we sharing out and documenting?
	* It seems like LMC is on the right track in general, some colleges reported activities that LMC has already been doing. Many colleges are on the 5-6 year assessment model.
	* Gavilan College had an excellent video about listening to students we should share out here at LMC. (The RP site should have a copy of it also).
	* Professional development would be happy to help with ideas from conference.
	* Gail will forward a summary of the Student Success Task Force recommendations to the committee. This is important information on changes that are coming and how it will affect the college. This will be a future agenda item. Some of us may want to attend Helen’s presentation on November 1st to hear more. TBD if we will have our November 1st meeting.
6. Assessment Survey. Each team reported on the synthesis of their numbers from the Assessment Survey. Cindy will put these results together and prepare a final report.

Meeting adjourned 4:00 p.m.

Upcoming meetings: November 15 and 29th, Dec. 6th.