TLC Meeting Notes

9/13/2022 @ 2:32 pm

**Present**: Marci Lapriore and Randi Osburn (TLC Co-Chairs), Nida Gonzalinajec (CSLO/PSLO Assessment Coordinator); Sara Toruno-Conley (Interim, GE Chair); Nina Ghiselli (Counseling Faculty); Rikki Hall (A&R Director); Natalie Hannum (Vice President of Instruction); Briana McCarthy (Biosc Faculty); Melina Rodriguez (LMC Associate Students); Ryan Tripp (Social Science Faculty); Shondra West (Note Taker)

**Absent**: Roseann Erwin (Library) and Ryan Pedersen (Dean of Instruction: Math & Sciences);

Guest: None

Location: Online Zoom Meeting

1**. Meeting Called to Order**: 2:33pm

2. **Announcements**: M. Lapriore welcomed everyone to the meeting and introduced new members: Nida Gonzalinajec CSLO/PSLO coordinator, and Randi Osburn as TLC Co-Chair.

3. **Approval of the Agenda** – **Action**: Approved (M/S: N. Gonzalinajec/R. Osburn); unanimous

4. **Approval of the Minutes** – **Action**: Approved (M/S: B. McCarthy/N. Gonzalinajec); unanimous

5. **Position Paper & TLC Charges 22-24** –

M. Lapriore shared with the committee a discussion she had with Academic Senate regarding TLC charges and that the committee should focus on instructional activities, such as professional development (course design); assessment processes, pedagogical curriculum design, and more. The work of the committee would become faculty focused. Adjuncts are welcome to attend and participate. There was a suggestion to continue inviting Counselors and Librarians to the meetings because they provide instructional support, being that they teach courses. In addition, Counselors fall under instructional faculty. The committee agreed with TLC being a faculty-focused meeting in support of instructional units and less focused on the work of administrative reviews, e.g., student services and office of instruction program reviews.

M. Lapriore provided an update about revising the position paper and plans for the co-chairs to meet offline (outside of the scheduled meeting dates/times) to revise it and bring it back at future meetings to gather the committee’s feedback and approval. The reason behind this, TLC is structured to meet monthly, three times for the Fa22 semester; therefore, it’s beneficial to utilize TLC meeting time focused on developing instructional activities to support instructional departments instead of TLC meeting more frequently to work on administrative tasks. M. Lapriore asked the committees for feedback on having a task force (M. Lapriore/R. Osburn) work on the position paper.

* An agreement that is developing a task force for creating a work plan doesn’t require all members to join the discussion until its completed.

Overall, the committee was supportive with M. Lapriore and R. Osburn (TLC Co-Chairs) revising the position paper and bring back to the committee. Action was taken to approve the recommendation.

**Action**: Approval of the Co-Chairs updating the charges and bring them back to TLC for review and approval. (M/S: R. Osburn/B. McCarthy); unanimous.

6**. ISLO Assessment Plan** –

M. Lapriore shared that it was agreed upon that the Planning committee would oversee the ISLO assessments instead of it being part of the TLC charges. The Planning committee would request that the ISLO Core Group reconvene to start the process. The TLC committee voted in agreement for Planning/ISLO Core Group to complete the ISLO Assessment plan.

**Action**: Approved (M/S: N. Gonzalinajec/R. Osburn); unanimous

7. **Updates from Student Services/Counseling; GE; Curriculum; PIP**

* Student Services – No updates; the last meeting was in April (Sp22) and the committee will reconvene next week for Fa22.
* Intersegmental GE Transfer Pathways changes were shared concerning an email received about reducing some areas and adding an area for UC IGETC similar to Ethnic Multicultural Studies. A follow-up is needed regarding what’s being proposed. The committee discussed having Eileen share updates at a future curriculum and GE meeting on what the changes will be that will become effective for the year 2025.
* General Education – Updates provided that the committee is developing a rubric for the purpose of completing a quality review process, which is looking at COORs to determine elements that are missing or elements to enhance; e.g., GESLO alignment, double checking the assignment section, etc.
* PIP stands for Pedagogy Innovation Project. It’s in the fourth year with 10 participants (8 FT and 2 PT faculty) in the current cohort. B. McCarthy shared PIP assignments the cohort group is working on this week and next.
	+ A question was asked about the historical records of PIP being available to faculty, which B. McCarthy shared it’s a work in progress.
	+ There was a suggestion to coordinate having a share-out to the college community.
	+ B. McCarthy recognized Nida, Ryan and Marci are PIP Graduates; and Nina as a previous guest speaker.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

At the conclusion of the meeting, Melina Rodriguez introduced herself as the LMCAS Senator for three semester and as the student representative to serve on TLC. The committee welcomed M. Rodriguez.

**Adjourned** at 3:14 pm.

* Chat transcript on the next page - -

14:35:23 From Briana McCarthy to Everyone:

 Yes

14:35:24 From Nidia Gonzalinajec to Everyone:

 yes approve

14:35:28 From Randi Osburn (she/her) to Everyone:

 yes

14:35:37 From Sara Toruno-Conley to Everyone:

 Yes

14:37:23 From Ryan Tripp, Adjunct to Everyone:

 yes

14:38:04 From Ryan Tripp, Adjunct to Everyone:

 yes

14:38:55 From Randi Osburn (she/her) to Everyone:

 ye

14:38:57 From Marci Lapriore she/her to Everyone:

 yes

14:39:04 From Ryan Tripp, Adjunct to Everyone:

 yes

14:39:04 From Nidia Gonzalinajec to Everyone:

 Yes approve

14:39:05 From Sara Toruno-Conley to Everyone:

 Yes

14:39:05 From Marci Lapriore she/her to Everyone:

 Minutes 5/10

14:39:08 From Briana McCarthy to Everyone:

 Yes

14:39:11 From Nina Ghiselli to Everyone:

 approve

14:39:13 From Randi Osburn (she/her) to Everyone:

 yes

14:41:30 From Ryan Tripp, Adjunct to Everyone:

 Would that include adjuncts?

14:42:08 From Nina Ghiselli to Everyone:

 Would that be instruction faculty or all faculty?

14:44:57 From Rikki Hall to Everyone:

 Yes, student services has program review focused around learning support outcomes to support students, staff, or a service.

14:53:06 From Nina Ghiselli to Everyone:

 yes

14:53:08 From Ryan Tripp, Adjunct to Everyone:

 yes

14:53:09 From Briana McCarthy to Everyone:

 Yes

14:53:11 From Randi Osburn (she/her) to Everyone:

 yes

14:53:13 From Sara Toruno-Conley to Everyone:

 Abstain

14:53:16 From Nidia Gonzalinajec to Everyone:

 yes to TLC leadership revising position paper

14:53:24 From rodriguez melina to Everyone:

 can I vote or no?

14:53:50 From rodriguez melina to Everyone:

 yes !

14:56:18 From Natalie Hannum to Everyone:

 Sorry- I got kicked off my internet.

14:57:48 From Nidia Gonzalinajec to Everyone:

 yes

14:57:51 From Randi Osburn (she/her) to Everyone:

 yes

14:57:52 From Nina Ghiselli to Everyone:

 yes

14:57:53 From Briana McCarthy to Everyone:

 Yes

14:57:54 From Ryan Tripp, Adjunct to Everyone:

 yes

14:57:55 From Sara Toruno-Conley to Everyone:

 Abstain

14:57:57 From rodriguez melina to Everyone:

 yes

14:58:09 From Marci Lapriore she/her to Everyone:

 ISLO Assessment housed in Planning Committee

15:02:14 From Natalie Hannum to Everyone:

 Chialin just messaged me and said to tell everyone hello!

15:02:28 From Briana McCarthy to Everyone:

 Awww say hello and send a big hug!

15:05:52 From Rikki Hall to Everyone:

 Awww...miss her!!!

15:08:15 From Natalie Hannum to Everyone:

 How many in PIP?

15:12:50 From Natalie Hannum to Everyone:

 Welcome, Melina!

15:12:58 From Briana McCarthy to Everyone:

 Thanks for joining us, Melina

15:13:32 From Natalie Hannum to Everyone:

 Thank you, Marci! If I can be of assistance, please call on me.

15:14:12 From Sara Toruno-Conley to Everyone:

 Bye!