

Present: Marci Lapriore (Chair), LD Green (CSLO/PSLO Assessment Coordinator), Cindy McGrath (GE Assessment Chair), Cameron Bluford (Librarian Representative); Marie Magante (Math & Basic Skills Rep), Patrice More (CTE Rep); Ryan Tripp (PT at Large), Chialin Hsieh (Sr. Dean of Planning), Tanisha Maxwell (Vice President of Student Services), Nikki Moultrie (Dean of Career Education & Social Sciences; Shondra West (Note-taker)

Absent: Ryan Pedersen (Dean of Math and Sciences)

Guest: none

CURRENT ITEMS

1. Meeting called to order 2:44 pm Location: Online Zoom Meeting
2. **Announcements & Public Comment:**
None
3. **Approval of the Agenda**
Action: Approved; (M/S: McGrath/Hsieh); unanimous
4. **Approval of the Minutes: October 13, 2020**
Action: Approved with a corrections: spelling corrections (M/S: Hsieh/Magante); abstain – Bluford, C. and Moore, P.
5. **Review Vacancies on TLC**
Marci provided a membership update:
 - **Curriculum Committee (CC):** Morgan agreed to be the representative
 - **Distance Education (DE):** no update
 - **LMC Associated Students:** no update
 - **Student Services, faculty lead/designee:** no update
 - **Library and Learning Services:** Cameron Bluford newly appointed representative
 - **Professional Development Advisory committee:** pending clarification the recruitment of a member
 - **Department Chair Representative, Liberal Arts:** no update
6. **TLC Charges**
Marci provided an update regarding the charges that were presented to SGC.
- 6a. Chialin shared a draft document of what the Planning committee is developing regarding a program review procedures manual that explains processes, deadlines, and submission requirements.
7. **Review & Update TLC Position paper (begin process)**
The committee worked in Zoom breakout groups to complete different sections of the position paper. One of the questions from the session, what is the impact of the updated GE model will have on the TLC position paper, in particular with Student Services.
8. **Universal GE SLO:**
Cindy gave an update regarding the process that TLC will develop the GE SLO reading, writing, and critical thinking descriptors.
9. **Professional Development: SP21 Flex**
10. Nikki shared that a Flex proposal was submitted for an eLumen session to include an explanation of how to use the software and its capabilities with managing curriculum and assessment processes. The Flex's primary goal is to talk about assessment and its capabilities assessment with Canvas, which will help with mapping all the SLOs for reporting purposes. By Fall 2021, the eLumen assessment component will go live for use. Cindy recommended the Flex should include instructions on how faculty set-up assessments using Canvas.
11. **Meeting adjourned 4:00 pm - Next Meeting Date Fall 2020: December 8**