

Committee on Teaching and Learning (CTL)

Meeting Summary

Monday, August 26, 2019, 2:00 p.m. to 4:00 p.m., Center for Academic Excellence (18-206)

Members Present:

Kevin Sinarle, Michael Vargas, Denaya Dailey, Robbie Baden, Heeju Jang, Madeleine Murphy, Elizabeth “Liz” Schuler, Anniqua Rana, Michelle Brown, David Danielson, Melinda Nguyen, Rachel Cunningham, David McLain, Erica Reynolds, Tabitha Conaway, Tarana Chapple

Items Discussed

Item	Presenter/ Facilitator	Details	Action/ Information
Approval of today’s agenda	Madeleine Murphy	Approved	Action
Elect a permanent chair	Madeleine Murphy	<p>Madeleine explained that the committee will meet 3 times per semester. The chair would be primarily responsible for creating the agendas, while the subcommittees would be managing most of the actual work.</p> <p>Elizabeth Schuler agreed to co-chair with Madeleine.</p> <p>It was decided that the role of note-taker could be rotated amongst the committee members on a voluntary basis.</p> <p>Erica Reynolds volunteered and was appointed note-taker for this meeting.</p>	Action
Presentations: CAC, CAE and LAC – roles, responsibilities, projects and aspirations for collaboration	Madeleine Murphy and Elizabeth Schuler	<p>Madeleine gave a brief summary of what inspired the CTL. There was a lot of synergy between flex days, equity, distance ed, research and professional development.</p> <p>In her own work with SLOAC, Madeleine has identified common faculty questions that have been turned into Flex Day activities. Moreover, how can other initiatives like equity or tools like Canvas be leveraged to</p>	Information

		<p>with SLOs and Assessments. It became evident that we could all get together and make connections.</p> <p>Madeleine gave a brief presentation on the history of the College Assessment Committee and its purpose, goals, timeline of activities, and what the work means in practice. See College Assessment Committee Handout.</p> <p>Liz provided a brief description of the Center for Academic Excellence Committee that included its purpose, mission, goals, and activities for the upcoming academic year. See Center for Academic Excellence Committee Handout.</p> <p>Madeleine also read a brief description of the Library Advisory Committee (LAC) that was developed by the former LAC chair, Sarah Mangin. The document includes a breakdown of major areas of work, professional development connections, and suggestions of how to integrate the committee into the larger CTL structure. The committee is practically starting over, so this gives any members a chance to really have a voice in the work and direction of this committee. See Ideas for the Library Advisory Committee Handout.</p>	
Discussion: The role and operation of the CTL	Madeleine Murphy	<p>To better understand the role and operation of CTL, the group first looked at what are common threads amongst these three sub-committees. Please see Image 1 for commonality amongst committee goals and purposes.</p> <p>The committee also asked how to we support adjunct faculty who cannot attend flex day? There are a number of issues for adjunct faculty:</p> <ul style="list-style-type: none"> ● They are not compensated for attending Flex Days. 	Action

- They cannot attend due to other work commitments.
- They have competing priorities with department/division meetings and cannot participate in cross-campus workshops/activities.

How can we make professional development more ongoing? It shouldn't be limited to the five flex days. See **Image 2**.

In addition, the committee members brainstormed the following ideas to keep learning ongoing through the year:

- Communities of practice
- Book Clubs
 - Melinda has a book club started from her Flex Day Workshop on "What the best colleges do."
 - Liz mentioned that she heard of other ad-hoc book clubs on campus.
 - Tarana asked about a campus One Read.
 - Tabitha explained that Year One offered a One Read with their students using *The Other Wes Moore: One Name, Two Fates*.
- Tabitha mentioned that they had offered Equity Lunch and Learns series outside of Flex days as well.
- Tarana recommended looking at best practices to see what has worked, then take inventory to see what can be useful
- Liz recommended putting together a master professional development planning calendar of events to help us see what is already going on campus. Then we can see how we can combine efforts.

<p>Confirm sub-committee memberships</p>	<p>The committee members self-selected into one of the sub-committees to, initially, create a calendar of events and a project wish list.</p> <p>Below are the memberships for each committee:</p> <p>College Assessment Committee</p> <ul style="list-style-type: none"> • Kevin Sinarle • Robbie Baden • Madeleine Murphy • Michelle Brown • Rachel Cunningham • Tabitha Conaway <p>Center for Academic Excellence Committee</p> <ul style="list-style-type: none"> • Michael Vargas • Denaya Dailey • Elizabeth Schuler • Melinda Nguyen • David McLain • Erica Reynolds • Heeju Jang <p>Library Advisory Committee</p> <ul style="list-style-type: none"> • David Danielson • Anniqua Rana 	<p>Action</p>
<p>Confirm meetings dates over the semester</p> <p>Madeleine Murphy</p>	<p>Committee on Teaching and Learning</p> <ul style="list-style-type: none"> • Monday, October 7th, 2:00 – 4:00 pm • Monday, November 25th, 2:00 – 4:00 pm <p>College Assessment Committee</p> <ul style="list-style-type: none"> • Dates TBD <p>Center for Academic Excellence Committee</p> <ul style="list-style-type: none"> • Monday, October 13th, 2:00 – 4:00 pm • Monday, November 18th, 2:00 – 4:00 pm • Monday, December 9th, 2:00 – 4:00 pm <p>Library Advisory Committee</p> <ul style="list-style-type: none"> • Dates TBD 	<p>Action</p>

Appendices

Image 1:

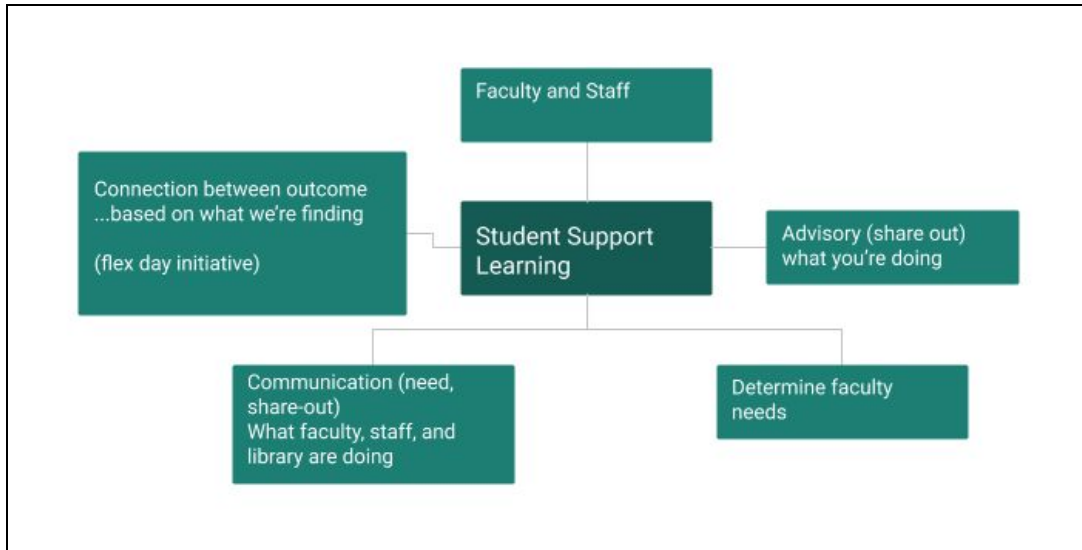


Image 2:

