

## Committee on Teaching and Learning (CTL)

### Meeting Summary

Monday, October 21/2019, 2:00 p.m. to 4:00 p.m., Center for Academic Excellence (18-206)

<https://collegeofsanmateo.edu/cae/caecommittee.asp>

#### Members Present:

Kevin Sinarle, Michael Vargas, Denaya Dailey, Heeju Jang, Madeleine Murphy, Elizabeth “Liz” Schuler, Anniqua Rana, , Melinda Nguyen, Rachel Cunningham, David McLain, Erica Reynolds, Tabitha Conaway, Tarana Chapple, Michael Vargas, Josephine Cheung, Candela, Dev...

Robbie Baden, Michelle Brown, and David Danielson,

1. Approved August minutes (attached)
2. Subcommittee updates (general)
  1. Library Committee- Faculty advocacy was previous role of the Library committee in the past.
    - Ellie will be invited to the next meeting to share information about the space in the Library and the vision of the library. The funds are currently not available to support these changes, particularly the space under the library. Discussion about connection with the Learning Center
    - Ellie, Stephanie, and Teresa have also been contacted to discuss a book group
    - OER resources and new platform will be discussed in January with Library as a lead.
    - Liz please invite Ellie Tayag to the next CTL meeting so she can provide an update
  2. CAE
    - Flex day received great reviews- 140 came to the key-note.
    - How to get more folk into the follow up events.
    - NFI is continuing and going well.
    - Beginning Book club: Key audience [NFI](#) but open to all – Nov 7<sup>th</sup> 2:00-3:00 in the Library somewhere – Can we get more copies of the book?

[Culturally Responsive Teaching and the Brain.](#)

- Some need for self-care and mindfulness. Identifying funding for speakers. Discussion about “Check your Privilege”

### 3. CAC:

- Discussed email communication about following up on assessment plan. Encouraging people to respond.
- Last year, a student forum about ILOs to see how students thought that it all came together. A well-written structure and was written up and thinking of how to share it out.
- Needs to be brought to a larger group.
- An activity for students with the spring. The idea is two-fold: a recurring data gathering to capture a response to data, in relation to ILOs
- Another student activity that focusses on maybe harnessing opportunity of earth day to add a conversation focusing on quantitative reasoning.
- White Paper that has gone through IPC articulating the big picture to get us all into a routine for constantly improving, sharing what is working and what is not.
- It would help to connect with Guided Pathways – Anniqua will mention this to Director Guided Pathways (Allie)
- Discussion about a variety of high impact practices that can be replicated across campus.
- Need to consider the different student groups and the contexts for the activities.
- The goal for this committee
- Another Co-chair will be needed for Spring. Madeline will not be on campus.
- Last spring the assessment plans and the reviews were reviewed to see if there is a college-wide emphasis needed. Writing skills were identified as key areas to be supported across campus. Collaborations with ESL and English and other inter-disciplinary needs will be considered.
- Demystifying the retention needs of students. The student groups are unclear.
- A long discussion about ways to support students with writing and how writing in different disciplines might be considered. Students expressed needs for more varied support. Looking for ways of improvement across the

### 3. Subcommittee goals / CTL goals

#### Library Committee Goals

- Identify discipline needs for Information Competency
- Create a bridge between the Library and faculty

## CAC Goals

- Join in the reading of the goals
- Crystalize what is an effective assessment plan and categorize it
- Create a rubric for assessment plan
- Spring student ILO activity
- SLO table in spring
- Inter-disciplinary course on writing
- 2021-Looking at assessment plans and program review to identify progress and in March 2021 for a show case or poster
- Improve training materials on the website
- Review writing project

## CAE Goals

- Get more outside speakers for flex days
  - Create more PD opportunities outside of flex days
  - Improve website by adding more resources
  - Connect NFI more clearly to E3T2S
  - Create more PD offerings for Adjuncts
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4. Brainstorm components of a CTL website/online space
  5. Next steps:
    1. Jan 10 January will be last flex for just CSM
    2. March 5 District Wide Plenary Academic Senate (at Skyline)
    3. March 27 College-wide (Safe-Zone training, Emergency Planning)
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1. CTL goal alignment
  2. Invite Library and Guided Pathways
  3. (And a third point that I've forgotten- Liz please add the third point)