

CSM Committee on Teaching and Learning (CTL)
 Monday, September 28, 2020, 2:00 p.m. to 4:00 p.m.

Zoom: <https://smccd.zoom.us/j/96681929013?pwd= SXBaN0YybVVJbCs3OEZLbFJuM0xCdz09>

Committee Members present: Liz Schuler, Madeleine Murphy, Michael Vargas, Leo Cruz, LaShonda Kennedy, Marisol Quevedo, Rachel Cunningham, Heeju Jang, Beth LaRochelle, Minu Mathur, Andrea Morales, Tabia Lee, Elinor Westfold, Jon Kitamura, Allie Fash, Denaya Dailey

Optional Guests: TBD
 Chair/Co-chairs: Madeleine Murphy and Liz Schuler
 Note-Taker: Heeju Jang

Agenda Item	Description	Time	Motion
1.	Review and Approve Agenda <ul style="list-style-type: none"> • approved 	5 min.	Action
2.	Restructuring the CTL Context: The original CAE and CAC committees each had a chair (SLOAC=Madeleine, Liz=PD coordinator) but were supposed to have 2 from each division. This was challenging because people tend to be over committed and thus not available as needed; moreover, there was no leadership in the library advisory committee; coordination was challenging for Liz & Madeleine. New design: One unifying committee instead of three sub-committees may work better, which may encourage more input and more interaction. Discussion: How are we supposed to use the committee? What's the role of coordinator? What are our deliverables? How do we plan forward? How do we encourage more people to participate and involve in Flex	40 min.	Discussion

	<p>Day? How can we turn what we learn from assessment (eg, equity, D.E.) into PD? Today, PD focuses on DE.</p> <p>We looked at committee language: do we need to revise the mission statement if we're going to end sub-committees? Maybe not.</p> <p>Liz & Madeleine will communicate with Ariel & Tarana about revising the committee mission - will bring a revised plan to committee in October.</p>		
3.	<p>Assessment</p> <ul style="list-style-type: none"> ● Integration with CTL / Program Review ● Annual GE SLO activity <p>Context: We have revised the SLO process to focus less on pro forma "assessments" of programs, courses and other outcomes, and more on identifying areas we want to improve.</p> <p>However, we do need to assess student learning outcomes for programs and ILOs. For ILOs, especially, there is no in-class way to gauge outcomes.</p> <p>We have explored ways to assess students' learning in cross-disciplinary outcomes (e.g., critical thinking, quantitative reasoning et al) in a more useful way, but it's been accompanied by several challenges (e.g., students don't show up, assessments don't link clearly to SLOs). Most successful activity was a student focus group in 2019, written up in the Assessment Report.</p> <p>We need to organize an activity for this Spring. What should we do? How should we tackle this? It would be great to just come up with an activity and stick to it - get into a routine.</p> <p>Madeleine will share a summary/write up of what we can consider doing for this assessment.</p>	40 min.	Discussion
4.	<p>Flex Day review</p> <p>Need to finalize the flex day in Oct soon (overall feedback: better to have less on the agenda, taking into consideration the self-care options).</p>	20 min.	

Liz reviews the agenda (DE/Technology/Equity thread) and asks for feedback from the group.

The intention is to create opportunities for classified staff as well as faculty.

Positive views on having CAL STRS in the agenda.
Importance of using other resources from other colleges (eg, joint effort v. reinventing wheels)

We can explore the idea of bringing staff and faculty from the other two colleges to speak at CSM if they have excellent ideas or different approaches to share and benefit the CSM community.

What have we learned from our experience so far? What can we do differently? Wanting to what more student voices.

Liz sent out the link below to elicit people's input for future flex days:

<https://docs.google.com/spreadsheets/d/1KC92C41gkKSqU4QUpVAongkxSE8LI-WUB7cyntPd440/edit#gid=0>

Alternatively, the link is available to submit a proposal or request Flex Day recommendations

<https://collegeofsanmateo.edu/professionaldevelopment/faculty.asp>

People respond to a panel or space for discussion in Flex Day.

Equity-minded instruction is more important than ever. Students are fading away. College-wide intervention is needed to help students who are left behind.

Another possible topic: Rethinking grades/assessment: explore different ways to assess (e.g., un-grading)

	<p>students while honoring different experiences and varying degree of challenges/hardship</p> <p>We can ask for ideas for flex at our divisions & bring feedback to CTL.</p>		
5.	<p>CTL website update</p> <p>The new website is here! Thanks to Liz for hard work over summer.</p>	5 min.	
6.	<p>Agenda Items for Next Meeting</p> <ul style="list-style-type: none"> ● Liz and Madeleine will circulate a draft of the newly structured committee goals & responsibilities for feedback ● Madeleine will draft a proposed ILO activity <p>Next meeting: 10/26/20</p>	5 min.	Discussion
7.	<p>Reminder of Date of Next Meeting and Schedule Notetaker (4th Mondays)</p> <ul style="list-style-type: none"> ● Monday, October 26, 2020 - Madeleine ● Monday, November 23, 2020 - Elinor ● Monday, December 14, 2020 - Rachel ● Monday, January 25, 2021 - LaShonda ● Monday, February 22, 2021 ● Monday, March 22, 2021 ● Monday, April 26, 2021 ● Monday, May 23, 2021 (cancel/reschedule?) 	5 min.	Information
8.	<p>Future Topics</p> <ul style="list-style-type: none"> ● Spring flex day planning (January 14, 15 and April 22) ● PD Plan (in progress) 		