CSM Committee on Teaching and Learning (CTL)

Monday, October 25, 2021, 2:00 p.m. to 4:00 p.m.

Meeting Minutes and Recording:

https://smccd.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=fd9f1f92-19ec-4041-8e9b-adcd00043ef4

Committee Membership Attendance (from Panopto): Guillermo Cockrum. Michael Vargas, Yelena Feinman, LaShonda Kennedy, Sofiana Skinas, Liz Schuler, Alani Frias, Heeju Jang, Madeleine Murphy, Marc Gottlieb, Leo Cruz (he/him/él), Steve Gonzales, Jon Kitamura, Marisol Quevedo, Minu Mathur, Briana Avila (She/Her/Hers)

Chair: Madeleine Murphy and Liz Schuler
Note-Taker: Guillermo Cockrum

Agenda Item	Description	Time	Motion
1.	Brown Act Declaration Resolution	5 min	Madeleine read, explained, and entered into the record.
	Volunteer Note Takers:		LaShonda K volunteered to be the notetaker for the November Meeting. No volunteers for January.
	Welcome new members		Yelena Feinman, Math and Science Division. Heidi Perera, Math and Science Division.
2.	Review and Approve Agenda	5 min.	
3.	Review and approve minutes 9/27/2021	5 min	Approved. Minu Mathur's has a typo. Clarifying that we are doing the Assessment Plan in Program Review. We will discontinue the separate forms uploaded to SharePoint, and our assessment planning and reporting will be included entirely in Program Review.

| 4. | Professional development:
● Speaker series
● October flex day debrief
   ○ Overall Evaluations
   ○ Individual Session Evaluations
● Flex day January planning
● Professional Development plan | 40 min. | - General submissions evaluations are overall positive.
- Individual sessions did have feedback (15 responses).
   - Useful learning about tools
   - Useful conversation on asynchronous engagement, human touch, and fostering an anti-racist space
   - Discussion about cameras
   - Useful to be a participant and examine cameras on or off. Are faculty doing the same thing as students?
   - Good response on the Hi-Flex session about what is working or not.
   - Stress levels, self-care have good reviews.
   - Rebuilding community as we come back in person
- There will be two Flex days. January 13 and 14
   - First day be a CSM specific day
   - Now we are trying to get a speaker and facilitate some deeper learning
   - Important to make spaces for students and faculty to engage. For example, ESL Center. Whiteboards?
   - January 14 will be District only to prevent competing agendas in the same hour. This will also allow for OER and can include students
- Reviewed a very rough draft of the PD Plan
   - GOAL #1: Build cohesion around the professional learning opportunities for CSM faculty and staff
   - GOAL #2: Increase PD participation/Increase campus-wide, community engagement
   - GOAL #3: Develop a (technology?) plan to improve and expand on professional learning delivery/modalities
Ideas |

			- Template for plans coming from admin, that should be helpful - Budgeting should be its own goal - And what about new positions (PD/DE, Director of PD) - VRC? - Tie back Planning Research, Innovation and Effectiveness -
5.	SLO assessment ● Draft SLO plan	30 min	Review and discussion of Draft SLO Plan GOAL #1: Create a Community of Practice tying assessment planning to Program Review and professional development -Calendarized reflection in Program Review -Establish a task force consisting of the PD& LSO coordinators, instructional designers, Equity, PIRE, and DE (perhaps curriculum chair?) GOAL #2: Establish General Education-level assessment that informs College practices. GOAL #3: Establish program-level assessment that informs College practices. (Ideas below) GOAL #4: Communicate assessment policies, practices, and results. Communicate through the Academic Senate Newsletter Ideas - DEFINITELY need a communication goal - Template for plans coming from admin, that should be helpful - Merge with pd - Take to asgc, cabinet? Cab 1st, maybe IPC - Budgeting should be its own goal, really - ought to have a set budget, predictable - Have a calendar within the two years. - Clarify role of PRIE? - And what about new positions (PD, PRIE-Prog Rev support?)

			- Tie assessment activities to professional development. - What are the mechanics between the identification of problems or successes and closing the loop two years hence?
6.	Program Review reading ● What are we looking for? Brainstorm questions	30 min	Discussion ● Everybody reads everybody's program review ● What are priorities? Distance education, racial equity. ○ Stats from college data and success rates. ● -Mention of what we have done in the last couple of years to create more inclusive spaces. ● -have people been doing things to create inclusive spaces & have they worked? ● -success stories / frustrations / people not showing up ● -Changes in enrollment in specific learning communities as well ● -What is being done to bridge the gap? ● -Looking for individual stories that can supplement the data we have. Even if "I don't know what I can do". ● -Get a temperature on frustrations. ● -What departmental needs are there? What patterns do we see across departments in terms of need? ● -enrolment, success, grades: what has worked / made no difference? Are there patterns? ● -How many seats in cohorted programs are filled and how many students finish/pass? ● -Does the data provide meaningful action items? ● -How do we interpret the data? ● -Successes. ● -cross-disciplinary challenges: where faculty feel at a loss, AND inferring what students are dealing with? can we infer what is going on

			with students? ● -are we meeting those outcomes? ● -(rolling drop = tumbling??) ● -writing an assessment report? ● Biannual communication? ● What data do we anticipate needing in 2023?
7.	CTL monthly newsletter?	10 min	Not sending - we can include updates in the AS weekly digest.
8.	Reminder of Date of Next Meeting and Schedule Notetaker (4th Mondays) ● November 22 ● January 24 ● February 28 ● March 28 ● April 25 ● May 23	5 min.	Information
9.	Future Topics		-Cull the questions.