

CSM Committee on Teaching and Learning (CTL)  
 Monday, January 24, 2022, 2:00 p.m. to 4:00 p.m.

Zoom Recording:

<https://smccd.zoom.us/rec/share/V87cNO0NM88TZZG0Mwgt1UeXXERnE-xNH2RUdPnQr9C3aNp7IrLc5QkvdXeDM1IL.DbSRePFLCmr-mkma?startTime=1643061595000>

(Passcode: .H&ss4PF)

Committee Membership Present: Madeleine Murphy, Liz Schuler, Michael Vargas, Leo Cruz, Briana Avila, Marisol Quevedo, Julieth Diaz Benitez, LaShonda Kennedy, Guillermo Cockrum, Heeju Jang, Lena Feinman, Jon Kitamura, Marc Gottlieb

Chair: Madeleine Murphy and Liz Schuler

Note-Taker: Leo Cruz

Agenda Item	Description	Motion
1.	Brown Act declaration resolution	Action/Poll: Approved
2.	Review and Approve Agenda	Action/Poll: Approved
3.	Review and <a href="#">approve 11/22/2021 minutes</a> and <a href="#">recording</a>	Action/Poll: Approved
4.	Quick review of CTL and membership roles and responsibilities Report out from CTL Membership's Division <ul style="list-style-type: none"> <li>● Flex Day feedback?</li> <li>● Program Review/"The Great Read" questions?</li> </ul>	Liz: One of our issues is that we lack representation. CTL is supposed to act as a place where all divisions are able to interact and get info/disseminate info back to our divisions.  Guillermo: Asked what needs there are for professional dev. People want to learn how to deal with cheating. Apparently it is pervasive.  Math and Science: Lena shared what was discussed in the past pre-covid in regards.

		<p>Michael: Mentioned PD around the new degree works.</p> <p>Guillermo also mentioned an instance where a student was not able to come to class for a few sessions. They had to resort to a hybrid way of teaching.</p> <p>LaShonda brought up an instance of her COOP course and others being listed as in person, when in reality it is only 1 or a few sessions being in person.</p> <p>Briana mentioned how there are cases where she would rather a class not be recorded. Certain conversations and subjects are more vulnerable or are better left to staying in that one session. It would be a good idea to explore how certain courses do/don't decide to record, etc.</p> <p>Lena mentioned that in some cases web schedule is not as clear for students, faculty, or staff.</p> <p>Liz: Will bring this up to Academic Senate so we can continue this discussion.</p>
5.	<p>Professional development:</p> <ul style="list-style-type: none"> <li>● Flex Day report <ul style="list-style-type: none"> <li>○ Individual Feedback <ul style="list-style-type: none"> <li>■ <a href="#">CSM January 13</a></li> <li>■ <a href="#">District-wide January 14</a></li> </ul> </li> </ul> </li> <li>● <a href="#">SURJ San Mateo</a> community collaboration <ul style="list-style-type: none"> <li>○ Discussion Groups called pods that will focus on exploring our personal histories and relationships</li> </ul> </li> </ul>	<p>Discussion</p> <p>Liz: Individual sessions were sent out. Email is still pending. We reviewed the numbers of attendance. It ended up being all online. 191 in the morning. It seems people liked "The Messy Middle: Gifts of Daring Leadership". Bulk of attendees were in HyFlex workshop. Self-guided campus tour seems to show that people were very busy during that time. Attendance fell in the afternoon. Likely due to retreats and other things as the</p>

	<p>with systemic racism in the safety of a small, confidential setting. Discussions follow a curriculum.</p> <ul style="list-style-type: none"> <li>○ <a href="#">Book Discussion</a></li> </ul>	<p>semester began.</p> <p>District Wide Flex Day: Overall well attended day. We all appreciate the continued hard work that Liz does every time to make our flex days run smoothly and come out as great as they do.</p> <p>Liz brought up SURJ San Mateo as a potential CSM PD option. Connecting with community resources would be helpful to connect with our students in our community. The intention behind it would be to think about it in a certain contacts and how we can learn to exact change and be informed.</p>
<p>6.</p>	<p>Input and next steps re <a href="#">Professional Development plan</a> - new <a href="#">Planning Template</a></p> <p><a href="#">Jamboard</a></p> <ol style="list-style-type: none"> <li>1) Background</li> <li>2) Strengths</li> <li>3) Weaknesses</li> <li>4) Opportunities</li> <li>5) Threats</li> <li>6) Goals</li> </ol>	<p><b><u>Discussion in Breakout rooms:</u></b></p> <p>We narrowed down our goals in November based on the road show and the feedback we have received from the different divisions.</p> <p>We reviewed the actual template. We mainly looked at is the idea of how PD plays into everyone. Classified, instruction... etc. We focused on number 1. Background on the plan and number 5. External Scan. We divided up into break out rooms and added info on a jam board.</p> <p>We also added feedback on the google doc and jam board based on strengths, weaknesses, opportunities, and threats to PD.</p>
<p>7.</p>	<p>Pre-read of <a href="#">Draft SLO plan</a></p>	<p>Discussion</p> <p>Madeleine: Introduced the SLO Assessment Plan draft. She reviewed the role of assessment and who is responsible</p>

		for writing and assessing SLO's. We also added info on the history. She will ask for feedback from CTL and our divisions for feedback on the draft.
8.	<p>Reminder of Date of Next Meeting and Scheduled Notetaker (4th Mondays)</p> <ul style="list-style-type: none"> <li>● February 28 - Michael Vargas</li> <li>● March 28 - Julieth Benitez</li> <li>● April 25 - Steve Gonzales?</li> <li>● May 23 - ?</li> </ul>	Information
10.	<p>Future Topics Camera use/engagement SLO Plan</p>	