

LEARNING COUNCIL MINUTES
February 8, 2019, 1:15 to 2:45 in Board Room

Present from Learning Council: Lee Imonen (Faculty Council Co-Chair), Edward Earl (Classified), Laura Pelletier (LCCEA Faculty, Chair), Phil Martinez (MSC), Patrick Blaine (MSC), Tammy Salman (by position), Wendy Milbrat (Classified), Karen Krumrey (faculty)
Absent: Ian Coronado (by position), Paul Jarrell (Vice Chair), Adrienne Mitchell (LCCEA President), missing student representation
Note taker: Phyllis Johnson

Item	Notes
Admin Tasks (Laura)	<p>A. Review / approve agenda – Motion to approve by Ed, seconded by Tammy, unanimous to approve</p> <p>B. Review / approve January 25, 2019 minutes – motion to approve w/o modification, Patrick, Phil second; unanimous vote to approve https://drive.google.com/open?id=1k76K_n626BeZ-uY7lhkzplwaZyXxJbOJ_uUJTylq1qY</p>
Instructor Hours Update (Lee)	The draft policy that LC approved will go to Faculty Council on 2/18/19. It will come back to LC if there are any revisions by FC.
Learning Plan Review (Laura)	<ul style="list-style-type: none"> ● The committee reviewed the 2017-2021 Learning Plan draft ● Laura researched the history of the drafts and outlines. ● How well do the goals and strategic activities align with LCC Strategic Plan 2016-2021? ● Need to review the purpose, core theme, and objectives ● How does the Learning Plan align with the Strategic Plan? ● Missing student assessment in the Learning Plan ● No goals to increase student outcomes ● Planning strategies need reference to student success and improving student success ● Need focus on student success ● Program Review is missing ● Expanding advising, assessment of student outcomes ● Discussion of key strategic action elements fifth bullet item ● None of the plans can direct budget authority

- Shouldn't have a strategic document that specifies budget spending or increasing
- Last bullet item: Need to evaluate on a regular basis
- discussion whether the LP needs to be reframed, does it make sense in relation to the Strategic Plan?
- Phil - The Learning Plan is separate from the Strategic Plan
- Patrick - mirror the Strategic Plan and address what the Learning Plan purpose section needs and re-write. What is an exemplary learning environment? A lot of fluff-type verbiage in draft. What are we actually trying to do in the LP? Assessment and evaluation should be built into the full structure.
- Ed- cite accrediting standards, matrix, and scheduling. Differentiate mission, themes, plans. What are the goals? How long should the document be? Should it be simple or a granular guide? It should be short, clear, unambiguous. Up-to-date and tying into citations.
- Karen - it should be clear and concise
- Patrick - should it be functional or aspirational
- Karen - Look at what purpose does the Learning Plan serve in accreditation
- Laura – core theme objectives: Lane serves the intellectual and social needs of the community through non-academic programs and services; Lane offers comprehensive programs that support individual and community needs; Lane minimizes barriers and maximizes opportunities for diverse student populations, etc.
- Phil - objective of the Strategic Plan measurements over part of the college. Instructional should be central to the SP. Don't throw out years of work done on LP. It has gone to campus groups for review.
- Laura made a start at restructuring, adding core themes, add strategic directives in check-box to take action items and align with Strategic Plan
- Laura - What is missing? Assessment, expand advising, student learning and success

Learning Plan Purpose & Goals

1. Align with connecting to mission and social justice/equity - theme 2 & 4
2. Align with developing community - theme 1 & 3
3. Excellence in teaching - theme 1 & 3
4. Fully establish program review - theme 1, 3, 4
5. Increasing and sustaining support for professional devel - theme 1, 2, 3, 4

Learning Plan Evaluation, the LC contains representation from all employee groups and is responsible for monitoring the LP effectiveness over the long term

- Ed- are action elements too long? Can't have a goal that you can't measure
- Phil - should try to simplify, but limit how far we re-evaluate the LP. It will take longer than 2 weeks to accomplish if line-by-line evaluation and word-smithing after campus has already approved it.

	<ul style="list-style-type: none"> ● Laura- plan has not gone for approval, only review and feedback ● Tammy- we need to connect, develop, and incorporate ● Laura-make it concrete and measurable ● Ed-don't add extra modifiers ● Discussion whether to change the title to current year. No ● Need guiding set of principles ● Purpose and goals to be “supported by” these strategies <p>Laura posted a revised LP to “play with” https://drive.google.com/open?id=1zq5F0vr4RNVvst9N2sm0zH2FPom_DLYKZtbzFw7UQkA</p> <p>Ed will work to discern the intent and come back with some re-phrased paragraphs.</p> <ul style="list-style-type: none"> ● Lee asked if Ed can communicate with Phil since Phil has historical context of intent. Yes ● Phil- Christina Howard wrote the draft. Ed will contact her if he needs clarification. <p>Laura and Tammy will work on the last element, Establish Assessment. How to assess the plan and align it with core theme.</p> <p>Laura will ask Patrick (who had to leave the meeting early) to help with the Purpose Statement.</p> <p>The revised draft Learning Plan will be in the Team Drive by 2/18 to review before 2/22.</p>
Voting Discussion	<p>Discussion of voting and non-voting members and quorum. We had quorum for the meeting, even though Patrick had to leave early.</p> <p>Can Tammy vote as a “by position member” – it appears, yes, but cannot be a tie-breaker vote</p>
Future Agenda Items	<ul style="list-style-type: none"> ● Ann McGrail will attend the next meeting ● Instructor Hours on Campus Update ● Completion of Learning Plan

Adjourn	Motion to adjourn by Phil. Seconded by Lee. Approved unanimously
Next Meeting	<ul style="list-style-type: none"><li data-bbox="462 259 882 300">• February 22, 2019 1:15-2:45