

LEARNING COUNCIL MINUTES (Draft)

April 8, 2016, 1:10 to 2:55 in the Boardroom

Present from Learning Council: Tammy Salman (by position), Lesley Stine, Jim Salt, Claire Dannenbaum, Dawn DeWolf, Phil Martinez, Christina Howard, and Jennifer Frei.

Absent: Alyse Stone, Kerry Levett, Lida Herburger (member by position), Steve McQuiddy, Marleena Pearson, Ce Rosenow, Anastasia Vail (student), _____ (student).

Notetaker: Anna Kate Malliris

Guests:

Item	Notes
Admin Tasks	Approve agenda- with addition <ul style="list-style-type: none"> ○ Add Curriculum Development Report as a standing item on agenda March 11 Minutes – approved without change
Invited Presentation	None
Chair Report	<ul style="list-style-type: none"> • Core Themes Conversations- <ul style="list-style-type: none"> ○ Next phase is a review of the feedback in the meetings. There will be a conversation toolkit coming out that will help expand the conversation throughout the college. • FIG Groups 2016 <ul style="list-style-type: none"> ○ Handout #1 ○ Invite people to come from the FIG list to present this year. Maybe expand to other faculty for next year. • “RFP” for Learning Council Presentations <ul style="list-style-type: none"> ○ Handout #2 ○ Use the form in order to clearly identify what would be provided when requesting time to present to Learning Council ○ May also want to solicit people to present based on the interests/needs of the Learning Council. Examples might include online instruction and role of the testing center in instruction, how manages and future development of services. This would involve a discussion of policy, procedure, goals and impact/integration into the academic environment. Will start as a standing agenda item to start the discussion of critical issues and then as the Learning Council explores the issue, may need to invite people to help inform the discussion. ○ Could link to accreditation standards

	<ul style="list-style-type: none"> ○ Would be a Google form (add requested presentation date) for use by any group <p>Decision: Agree to move forward with this form. First test with a few groups (College Council Subcommittee and OER group) and then move it to the website for broader distribution.</p>
Report Outs	<ul style="list-style-type: none"> ● Curriculum Committee Meeting- Matt Danskine will be creating a digital method to enter new courses and revising courses and would ideally allow for e-signatures. Would incorporate information about CLOs and involve the A-Team in providing support. Might also integrate with syllabi in the future. Also meeting with archivist to try to incorporate the historical perspective and maintain a history. <ul style="list-style-type: none"> ○ Discussion of certificate/degree change process. These are handled at the division level and then passes through curriculum committee. There are also state requirements for changes. ○ It would be helpful to have a central list/location of the requirements for each program/degree. Would really be helpful to advisors and departments (especially those divisions that reach across all degrees/programs such as math). ○ Need to talk about accelerated learning standards that are coming. ●
COPPS Subcommittee Report	<ul style="list-style-type: none"> ● No meetings yet. Trying to schedule for the rest of the year.
Work Session: Learning Plan	<ul style="list-style-type: none"> ● Review selected references – academic planning <ul style="list-style-type: none"> ○ Handout #3 ● Draft statement of purpose for subcommittees- affirm Learning Council member roles <ul style="list-style-type: none"> ○ Structure- (Christina) the group has formed and is starting to structure how they might move forward ○ Question raising- (Leslie, Tammy) ○ Outreach- (Ce, Jennifer, Dawn) ● Had discussion about how to engage in question raising and outreach: <ul style="list-style-type: none"> ○ Start from a broader perspective in trying to develop questions but need to have some basic agreement about where we are starting; for example, are we learning centered? What does learning centered mean? Needs to be an agreed to construct before we create a toolkit to solicit questions and do outreach. ○ The approaches in Handout #3 are not mutually exclusive. May need to come at this from a variety of perspectives. ○ Work plan is to draft a statement of purpose and form subcommittees by April 2016. An academic plan, at a strategic level, should be drafted by May 2017. ○ Sub- committees will come back to the second May 2016 meeting with committee membership, plan for what they will do, and a basic timelines for when they would expect to move the work forward. Fall would have the structure and questions by end of Fall Term. Winter Term would be drafting and Spring Term would be refinement. Outreach would continue throughout to get involvement by the appropriate groups, get feedback to the questions that are raised along with

	<p>the question raising subcommittee. This would be a relatively fluid process.</p> <ul style="list-style-type: none"> ○ Howard will send out a timeline for the work to get feedback.
Future Agenda Items & Other Business	<ul style="list-style-type: none"> ● College Council Planning Subcommittee Report- Strategic Directions (April 22) ● Finance Council Questions – Date for Learning Council discussion (TBD) ● Achieving the Dream Presentation and Discussion (TBD) ● Student Retention Data: Strategic Enrollment Management Update ● Faculty Group Presentation Process (TBD)
NEXT MEETING	April 22, 2016, 1:00 to 2:50, Boardroom