

LEARNING COUNCIL MINUTES
June 9, 2017, 1:00 to 2:50 in Board Room

Present from Learning Council: Alyse Stone, Dawn DeWolf, Kerry Levett, Phil Martinez, Ce Rosenow (by position), Claire Dannenbaum (LCCEA) Tammy Salman (by position), Jessica Alvarado (Faculty Council Co-Chair), and Christina Howard (LCCEA).

Absent: Shawn Goddard (student), Adrienne Mitchell (Faculty Council), Jim Salt (LCCEA), Marleena Pearson, Paul Bixel, Jennifer Frei, (aslccsenatorseat5@gmail.com) (student).

Notetaker:

Guests: Ian Coronado

Item	Notes
Admin Tasks	<ul style="list-style-type: none"> • Agenda – approved with the addition of Course Outline to agenda • Minutes from 5/26/17 – approved without change https://docs.google.com/document/d/10bmy7qCV-0NaZSglU1wd0ETYEO8qdo- uixE2WgEEXfY/edit?usp=sharing
Invited Presentation	<ul style="list-style-type: none"> ▪ None
Chair Report (Howard)	<ul style="list-style-type: none"> • Council Positions for 2017-18 <ul style="list-style-type: none"> ○ If members are interested in staying on for another year, please let your specific group that appointed you know. If you are not planning to stay, let Howard know so she can request an appointment ○ Howard agrees to continue as the chair. Decision: Approved ○ Need to solicit student representatives (2) & there is one classified vacancy. Learning Council could make a recommendation to College Council for participation guidelines ○ There is concern that some of the representative do not attend in a regular basis • Annual Report at https://docs.google.com/document/d/1eyLJT1S8UqAkdgKTsgEHeZLOnOJ1PN0wXAdBTpWnkiM/edit <ul style="list-style-type: none"> ○ Handout #1 reviewed and feedback given ○ Decision: Approved with minor edits.
Vice Chair Report (DeWolf)	<ul style="list-style-type: none"> • All Council Meeting (Dannenbaum) <ul style="list-style-type: none"> ○ Most of the councils reported out on the checklist of work that they were doing. It was very different than the work of the Learning Council which has involved deep conversations and

	<p>foundational work. It may just be where we are in the process.</p> <ul style="list-style-type: none"> ○ Sara Fox will be the new chair of the College Council. ● ATD: Over 100 people took the iCAT survey. Had 2 well attended sessions around the iCAT results with about 60 people attending. Core ATD Team will use that information to develop their goals and the information will be shared out with the college community. ● Will be working over the summer to prepare for mid-cycle visit. Will spend a day with Kendra Crawley. Draft will be ready the end of July and NWCCU & Kendra Crawley will review it.
<p>Learning Plan Work Session</p>	<ul style="list-style-type: none"> ● Feedback given: <ul style="list-style-type: none"> ○ Strategies seemed more like objectives so that change will be made ○ Information literacy called out when other learning outcomes were not called out individually ○ Used a lot of different words to say the same thing ○ The language is abstract and is challenging for certain audiences (student for example). It might be good to explicitly say who the primary and secondary audience is for the Learning Plan. Maybe each plan needs to have an inspiring and short tag line that make it more accessible. ○ Departments & divisions should be integrated into the development of the plan to reflect the collective knowledge of the campus. Ask departments/division how they improves teaching and learning and then incorporate/reflect those ideas in the plan so it reflects the work being done in the diverse areas. ○ There are challenges around there being so many plans and how the plans get implemented at the department level. The governance system creates policies/high level institutional goals and implementation happens at the department level planning process and there needs to be alignment as we are moving from the policy to the implementation level. This includes the 5 year program review process. ○ Applying the Equity Lens is a little premature because the lens is still in the early developmental phase. ● Addressing the issues that are still outstanding will be the early work to be done by the Learning Council next year and the learning plan will not be rolled out until later in the next year <ul style="list-style-type: none"> ○ Could push out the principles of excellence in teaching and learning in the learning plan as part of the department planning process to start the connection to be made ○ In the fall, the focus could be to provide support to departments/division so they can create alignment/connection between the department planning process and the learning plan with a focus on excellence in teaching and learning. Learn from what is being done at the department/division level, hold on to ideas that there are not resources for and connect people to resources that are available.

	<ul style="list-style-type: none"> ○ Objective 4 will be the focus of the work in the fall during the department planning process. The expectation is that the other objectives will emerge in the process.
COPPS- Tracking Policy Development	<ul style="list-style-type: none"> ● Instructor hours on campus- no progress ● Grade change status- no progress ● Credit for prior learning- no progress ● Course Outlines procedure- just want to bring to Learning Council as information. <ul style="list-style-type: none"> ○ Reviewed. ○ A suggested format/template would use headers which make navigation easier with machine readable format. ○ Would like accessibility statement included in the format and use universal design principles as part of the format ○ Would also like to include the learning outcomes language ○ Could put in an editable document on the webpage or have in input document that they would simply complete/incorporate the information and changes to the format would update/upload automatically.
Future Agenda Items and Other Business	<ul style="list-style-type: none"> ● Achieving the Dream Presentation and Discussion- TBD ● Student Retention Data: Strategic Enrollment Management Update ● Curriculum Mapping Tool presentation – Spring 2017 ● Information Literacy ● Extended Learning Certificate Programs ● AAS Online Program for Energy Management ● Title III Grant- postponed ● Majors and Clusters Projects- TBD
NEXT MEETING	<ul style="list-style-type: none"> ● October 13, 2017 from 1:00-2:50 in Boardroom