



MINUTES

Teaching & Learning Committee (TLC).

March 26, 2024

12:50pm-1:50pm in person in IT 110

(also hyflex via Zoom)

Zoom Link:

<https://rccd-edu.zoom.us/j/88243476112?pwd=vTj2OPqCU3iKBGcPXD44CUoXLV1OMk.1>

Meeting Passcode: 330582

Meeting ID: 882 4347 6112

Present: Jose Sentmanat (CHL); Lisa Hernandez (CHL); Starlene Justice (SCI & KIN); Kara Zamiska (SBS); Jessiah Ruiz (MECSGD); Lindsay Owens (SCI & KIN); Aldo Yanez (SBS); Dan Reade (CHL); Zander Allport (CHL); Weining Cui (SCI&KIN); Melissa Wilson (SBS); Adriana Moreno (Counseling); Margarita Shirinian (CHL); Mitzi Sloniger (CHL); Bibiana Lopez (Math)

Absent: Tim Russell (SBS); Patty Worsham (SBS); Kevin Baccari (Math); Stephany Kyriakos (SBS); Nancy Quinones (SBS); Mark Lewis (CHL); Andy Robles (Math); Bani Ghosh (CHEM).


- I. Call to Order
- II. Approval of Agenda
 - a. Motion: Dan Reade. Seconded: Starlene Justice. Approved
- III. Approval of Minutes (11/28/2023)
 - a. Motion: Kara Zamiska. Seconded Linday Owens. Approved.
 - i. Amendment: Schlanger spelling

Information Items:

- I. Senate Report
 - a. Moving forward with Canvas Certification. Full-time faculty have the next academic year to do it. 16 hours to complete it (they say). Part-time might be compensated. Training at a different college or district might work. Asynchronous online training. Things are still fluid. It might be a good idea to not do any training until things get finalized.
- II. FPDC Report
 - a. Zander Allport and Nancy Quinones are taking over FPDC.
 - b. New subcommittees are being created to help with FLEX mode. Try to get FLEX proposal in sooner rather than later.
- III. TLC Brown Bags #1 and 2 were a success.
 - a. #2 was spur of the moment, but it still went well.
- IV. Remaining Brown Bags for the spring
 - a. Brown Bag #3: Thursday, April 25, College Hour, IT 108: As part of Black Student Success Week, we will be holding a faculty roundtable on the subject of successful pedagogy for teaching students of color. (This will count for Equity FLEX credit.)
 - b. Brown Bag #4: Thursday, May 9, College Hour, IT 108: A presentation on intercultural communication, led by Dr. Ana-Marie Olaerts and Dr. Mark Lewis. (This will count for Equity FLEX credit.)

- V. Institution of Effectiveness Survey available for you to complete.
 - a. Please complete this as soon as you can.

Action Items:

- I. AI Faculty Guide (approval and to send to Senate)
 - a. AI Faculty Guide can be read here:
 [Artificial Intelligence Faculty Guide.docx](#)
- Thank you everyone for your participation in this. We can approve as is. We can choose to amend right now. We can send it back to the subcommittee for further work
 - Motion: Mitzi Sloniger. Seconded: Kara Zamiska
- Discussion:
 - We shared the document. We discussed what other colleges were doing. Shouldn't the district have a statement that gives authority to the faculty? State law protects faculty. If a student sues a faculty member for wrongly accusing a student for AI plagiarism, then will the faculty or the district be sued?
 - Legal component?
 - Annual adjustments to the document will be imperative.
 - Take as an information item to Senate, presentation, include questions members are having right now. Give to Deans of Instruction too.
 - Put in Program Review for Special Projects for annual renewal.
- Motion to approve the faculty guide to send to the Senate for an endorsement.
 - Motion approved.

Discussion Items:

- I. Pamphlet (Centers, Programs, and Services) feedback
 - a. Backstory on the pamphlet
 - b. Feedback:
 - i. Missing Library
 - ii. Missing WRC
 - iii. QR code would be nice, to an online version/home
 - iv. Online version to pop into Canvas
 - v. Honors section is mission checkmarks
 - vi. Resources and referrals may not need a row in the chart
 - vii. Maybe a career training/professional training section
 - viii. Point-person information (of who created the pamphlet) on the pamphlet would be good

Good of the Order

- Yay action item!

Next Business Meeting: 4/23/24 from 12:50-1:50PM in IT 110 and in hyfelx

The Teaching and Learning Committee (TLC) is a Standing Committee of the Academic Senate, comprised of Faculty representatives from all academic departments. The Teaching and Learning Committee fosters a culture of cross-disciplinary communication to support genuine exchange of successful pedagogy and scholarly research. It vows to protect respectful collaboration amongst faculty to ensure student success.