

Norco College
Teaching & Learning Committee Minutes
Date: November 17, 2016, 12:50pm-1:50pm
Location: IT 108

Dr. Dominique Hitchcock and Quinton Bemiller chaired the meeting.

Present: José M. Sentmanat, Dan Reade, Jessica Dobson, Dominique Hitchcock, Lorena Newson, Margarita Shirinian, Quinton Bemiller, Mark Lewis, Melissa Bader

Absent: Peggy Campo, Jason Parks, Sarah Burnett, Araceli Covarrubias, Janet Frewing, Monica Gutiérrez, Tim Russell, Tracy Kazsuk, Jody W. Tyler, Courtney Buchanan, Starlene Justice, Virgil Lee, Teresa Friedrich Finnern, Stephany Kyriakos, Beverly Wimer, Monica Gutiérrez

- I. Approval of the Minutes
Motion to approve by Jose Sentmanat; Second Dan Reade; Approved unanimously
- II. Finalize and Vote to Approve the TLC Committee Mission
 - Final Mission:
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.
 - Motion to approve by Jessica Dobson; Second Jose Sentmanat; Approved unanimously
- III. Discussion: Shared Governance, ISPC, Faculty Senate and TLC; inclusion of administration?
 - Do we want to be a standing committee for the institution and not the faculty senate (be a part of strategic planning)?
 - Discussed pros and cons.
 - Ultimately decided that staying as it is now remains the best choice. We want to remain faculty-directed and to partner with the other existing committees and resources to achieve teaching and learning goals.
 - Motion to stay the same by Quinton Bemiller; Second Jose Sentmanat; Approved unanimously
- IV. ASNC representative to TLC?
 - We would like to advocate for student involvement by invitation only. It's good for students to see us as scholars but also to have a space where faculty can share concerns freely, so there will definitely be times when student involvement will be important.
- V. Department representation on TLC
 - Business still needs to be represented on the committee
- VI. Recommendations to Faculty Senate from TLC

- Reminder that we do need to report to the Faculty Senate about what we are doing.
- VII. “Hash” sessions or “Brown Bag” sessions in addition to monthly TLC meetings?
- Should we add a complimentary moment of exchange (an additional meeting a month to share ideas)→
 - One suggestion was to have a business meeting once a month and the complimentary (less formal) meeting that focuses on pedagogy once a month.
 - An alternative was suggested that both meetings have about 10-15 minutes of business related items, and the rest of the time be focused on facilitating discussion of pedagogy.
 - Ideas for these meetings would be threads that connect different disciplines, “book” club, and sharing.
 - Each month we would have topics to focus on for that month. Perhaps even the first meeting of the month (1st Thursday) would be about sharing and talking about the topic informally and in way that is explorative, and the second meeting of the month (possibly the 2nd Thursday) would be more directed.
 - It would be nice to have standing and monthly flex time available for TLC
- VIII. TLC mini-modules at Spring FLEX
- A presentation about the LRC website project with Daren Koch
 - Dream Act at Norco
- IX. TLC’s Student Success and Student Retention at the Course Level
- Tabled for next meeting
- X. Good of the Order

Consider this:

- 1. Bring some possible monthly topics for next Spring**
- 2. Consider the question of what could you do in your classroom to help students be successful or what ARE you doing in the classroom that seems to be improving student success and retention?**
- 3. How can we think about our impact as instructors?**
- 4. What is an equitable syllabus?**

Next Meeting: Thursday, December 1, 2016, 12:50-1:50pm, ST-107