

# TLC Minutes

October 27, 2020 – held via ConferZoom

Dan Reade chaired the meeting.

Present: Patty Worsham (BEIT); Dr. Kara Zamiska (SBS); Dr. Virgil Lee (Sci & Kin); Bibiana Lopez (Math); Maria Adams (SBS);

Absent: Dr. Sarah Burnett (SBS); Dr. Margarita Shirinian (COMM); Adriana Moreno (SBS); Dr. Jody Tyler (Sci & Kin); Dr. Stephany Kyriakos (SBS); Ken Hays (COMM); Star Justice (SBS);

- I. Meeting called to order at 12:55 p.m.
- II. Motion to Approve the Agenda
  - a. Motion: Lee/Second: Adams
  - b. Approved Unanimously
- III. Motion to Approve the Minutes from 9/22/2020
  - a. Motion: Worsham/Second: Zamiska
  - b. Lee asked for correction in Minutes item 5.A. from “moving” to “moved”
  - c. Approved unanimously with revision.

## Information Items

- IV. Brown Bag Event – DE with a Little TLC – “Discussion on Discussions”
  - a. Reade shared that the Brown Bag event held 10/15/2020 was successful, with a good turnout and solid discussion of effective uses of discussion forums in online classes.
  - b. Reade expressed his thanks to Michael Bobo for catching that the original link to the recording of the session pointed to the wrong video. Reade also expressed his thanks to Lenny Riley for his tremendous help and assistance with coordinating and updating the TLC website.
- V. FUN Committee event: Faculty Virtual Halloween Scavenger Hunt and Costume Contest (10/29/20 at 6:00 p.m.)
  - a. Zamiska and Lee shared the upcoming event is moving forward and that so far 30+ faculty have either committed or expressed a tentative plan to attend. Events include a scavenger hut and a costume contest for both people and pets. All are encouraged to join
- VI. Upcoming Brown Bag event: “Racial Justice Taskforce” (11/12/20)
  - a. Reade shared with the committee that the final Brown Bag of the Fall semester will feature presentations from the leadership of Norco’s Racial Justice Task Force. Reade thanked Dr. Dominique Hitchcock for her assistance in securing the participation of the Task Force leadership, and stated that a good representative of the leadership, including administration, will be attending.
  - b. Reade stated his intention to send out a reminder of this Brown Bag as we get closer to it.

- VII. “A Moment Within a Movement” (Offered by the Diversity, Equity & Inclusion Committee)
  - a. Adams shared that this event will take place October 27 at 5:00 p.m. Its focus is on encouraging voting in the upcoming election, primarily among young people.

#### Discussion Items

- VIII. Using the Canvas Commons (Possible Spring Flex event?)
  - a. Kevin Fleming recommended to Justice and Reade that TLC consider sponsoring a Spring Flex event on the Canvas Commons.
    - i. Canvas Commons is a repository of freely available modules, pages, and activities which faculty can bring into a class and modify to fit the course’s needs.
  - b. Discussion ensued
    - i. Committee members support for this as a training idea for Spring Flex.
    - ii. Adams and Lopez shared their experiences with the Commons.
    - iii. Lee suggested that a presentation on this topic involve breakout rooms around disciplines, departments, or schools.
    - iv. Adams stated that using the Commons successfully requires a technical orientation, so an overall technical introduction would be a useful part of the presentation.
  - c. Committee members expressed approval for a session organized around a large group session focused around a basic introduction to the Commons, followed by breakout rooms based on faculty discipline or schools in which faculty with experience using the Commons could share their thoughts and ideas.
  - d. The Committee expressed its support for working with the Professional Development Committee to explore creating such a session.
- IX. Do we want to add one more business meeting in 2020?
  - a. Committee members felt no additional business meeting was required.
  - b. Reade suggested that any urgent business could be discussed electronically.
    - i. Committee members agreed with this statement.

#### Good of the Order

- X. Lee asked how TLC determines what trainings it offers.
  - a. Reade shared that trainings are developed by the committee co-chairs, by the committee members, and through outside contributions. Reade encouraged committee members to speak with their respective departments about other offerings they’d like to see TLC offer.
  - b. Reade and Zamiska also discussed the difference between the Professional Development Committee and TLC. PDC spends much of its time on coordinating Flex Day activities and administrative tasks, meaning that PDC often does not have time to develop or coordinate individual trainings. TLC is able to fill that gap. Moreover, TLC is exclusive to faculty, making it a useful area for faculty to discuss teaching-specific topics.

The meeting adjourned at 1:30 PM.

Next Business Meeting: Tuesday, February 23, 2021, 12:50-1:50, online