



MINUTES

Teaching & Learning Committee (TLC).

April 22, 2025

12:50pm-1:50pm in person in IT 111

(also hyflex via Zoom)

Zoom Link:

<https://rccd-edu.zoom.us/j/88532285546?pwd=bgiTKyejvBwG3cpwdlPLj5tdKkemmb.1>

Meeting Passcode: 123456

Meeting ID: 885 3228 5546

Present: Lisa Hernandez, Jose Sentmanat, Weining Cui, Dana White, Adriana Moreno, Dan Reade, Starlene Justice, Tim Russell, Lindsay Owens, Bibiana Lopez, Zander Allport, Margarita Shirinian, Andy Robles, Stephany Kyriakos, Sandra Xochipikecafl (sp?)

- I. Call to Order
- II. Approval of Agenda
 - a. **Motion:** Lindsay Owens. Seconded: Dan Reade.
 - b. Add "Public Comments" section from now on here in this section.
- III. Approval of Minutes (03/25/2025)
 - a. Amendment to the minutes:
 - i. Add Anya's name to the minutes.
 - ii. Claudia Figueroa's name is misspelled in the discussion section.
 - b. **Motion:** Tim Russell. Second: Dan Reade

Information Items:

- I. Senate Report (Dan or Tim)
 - a. Emails have been sent out calling for nominations for Senate elections; send election nominations to Jake. Closed at the end of business this Wednesday. You can self nominate or nominate someone else. Elections to follow that.
 - b. Governance manual. On to second reading and then to a vote.
 - c. There was a presentation on the space restrictions on campus. Spaces are set to be converted into offices. Some of the plans that they are proposing are contentious. Portable offices are quite expensive. CACT is being torn down. You can only replace like-for-like, so what would replace the CACT would be instructional space, not offices. An office shuffle is soon to happen.
- II. FPDC Report (Zander or Jessiah)
 - a. Fall FLEX submissions are open.
 - b. There are issues with FLEX tracker; they are currently working on these issues.
 - c. You can contact Claudia for your current hours.
- III. Norco Teaching Institute Fall '25 Announcement and Recruitment
 - a. For teachers and by teachers
 - b. Desire for it to be an ongoing institute
 - c. Coming in Fall '25
 - d. Multi-discipline

- e. Asking: 4 in-person sessions (9/5, 9/26, 10/17, 11/7) (Fridays 10AM-12PM), topics/themes in a flyer that will be sent out.
 - f. Active learning sessions.
 - g. Building out a Canvas site.
 - h. Pre-session activities, in-person sessions focused on applying the techniques, post-session is reflection, curriculum development, and specific tools that you can employ (quick, in a month, in a semester).
 - i. 20-participants, Norco faculty, full and part-time faculty, 12 hours for equity FLEX, and complete and put together a portfolio (\$500 stipend for the portfolio).
- IV. FLEX track update
- a. Problems with the software, trying to work them out, post spring break this should be improving.
 - b. Make sure that if you do an individual FLEX activity, you are prepared to provide evidence; chairs will have to evaluate its validity.
- V. Mental health flyer
- a. They are up in rooms now.
 - b. Keep an eye out for the Nor-all Pdf of this.
- VI. Brown Bag #2: Report (José)
- a. Good conversation. Lend an ear to faculty struggles and coping strategies.
- VII. Brown Bag #3: May 15th IT 111 from 12:50 – 1:50PM
- a. Cameron is leading this; more information will be provided soon via email.
- VIII. TLC social report and upcoming TLC socials
- a. Escape room in Anaheim 4/25 at 4:30PM. email Lisa Hernandez
 - b. Trivia night 5/13 at 7PM Brass Tap Corona

Action Items:

- I. None

Discussion Items:

- I. Brown Bag #4?
 - a. If you wish to present a Brown Bag, email us, and we will facilitate it.

Good of the Order

Next Business Meeting: 05/27/2025 from 12:50 – 1:50PM in IT 111

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.