

Riverside City College
Teaching & Learning Leadership Council (TLLC)
February 28, 2022 | Meeting Minutes
Zoom

Members present: Star Taylor, Melissa Harman, Diana MacDougall, Sal Soto, Mia Timme, Peter Curtis, Nicholas Rodriguez, Gregory Russell, Brandon Sumrall, Jeanine Gardner, Daniel Gregory, Lynn Wright, Aubrey Weston, Brit Osgood-Treston, Star Romero, and Kristi Woods

Members unable to attend: Daniel Turrubiarres, Matthew Brashier, Sharon Walker, Diana DeCastro and James Knieriem

Guests present: Ajene Wilcoxson and Brandon Owashi

I. Call to Order – Meeting called to order at 3:02 pm

II. Approval of the Agenda

A. M/S/C Soto/Sumrall. Approved by consensus.

III. Approval of Minutes from November 29, 2021

A. M/S/C Timme/Sumrall. Approved by consensus.

IV. Check in

A. Council members checked in

V. Committee Reports

A. Faculty Development – no report

B. Curriculum Committee – no report

C. Strategic Enrollment Management

- Meeting soon

- Enrollment is low 80% of target; overall fill rate is 78%, 48% online, 9% hybrid

- CCAP courses filling well, fully online, increasing enrollments

- Member concern – Monday night section census is an issue with holiday; census day is today – you have 5 days to submit the report.

D. Distance Education – no report

E. Guided Pathways – no report

F. Department Leadership Council – met last week, will have retreat this month – 3/24 @ 1pm

G. Integrated Academic Support – no report

H. Equity – will meet Friday; Dean of Equity position is in recruitment

I. OER (Open Educational Resource) – no report

VI. New Business

A. Teaching and Learning Institute – Dr. Ajene Wilcoxson & Brandon Owashi

- Go to <http://www.menmti.com/h6ob7ichus>

- Ajene and Brandon presented on the institute that they have attended and will bring to RCCD

- Three hours of paid equity professional development are in the new contract for part time faculty

- Full time faculty are required to complete 8 hours of equity training per year

- Sessions will be Friday afternoons in the fall (14 sessions)
- At the end of the training, participants will earn an e-portfolio and a certificate of completion

B. Schedule of Classes Language

- Hybrid, F2F, Reg Meet, Asynchronous
- Each course is listed with one delivery method of instruction, but some faculty are still asking students to reg meet although the course is listed without reg meeting dates.
- Timme shares that there are several clicks needed before the student can see the method of delivery for the course
- Dr. Woods shares that MSJC has a better descriptor that is easy to understand
- Dr. Wright states that courses need to be offered as listed; a student could end up in an overlapping course if a faculty member switches the meeting type
- Share with your colleagues the meaning behind each type of sections being offered

C. Student Update – Albert Jaramillo, President, ASRCC (15 minutes)

- Jake shares that ASRCC is still gearing up; this week is club rush
- Partnering with academic support to improve reach to students
- Jake shares that he understands this semester has been easier for students to navigate; some are having trouble transitioning back to in-person
- Faculty are doing well communicating expectations to students overall, some are still struggling, but it is getting better

D. LCs and Senate and Strategic Planning – tabled until next meeting

E. Teaching and Learning Policies – increasing retention and persistence

- Faculty asked to share what has worked and what has not worked
- Russell shares that in his anatomy course, he has moved away from too many exams; he recognizes that some students have difficulty sharing competence through exams.
- Sumrall shares that he has reserved rooms to increase time students spend on campus
- Taylor shares that she has tried allowing the students to select the reading for the journal entry assignment; it seems to have increased their engagement and buy in

VII. Open Forum

- A. Book: Becoming a Student-Ready College** has been sent to all TLLC members
- Books have come in, they are in your mailbox today

VIII. Adjournment

- A. Motion to adjourn at 4:58 p.m. M/S: Russell/Gardner**