

Riverside City College
Teaching & Learning Leadership Council (TLLC)
April 18, 2019 | Meeting Minutes
Heritage Room, 12:50pm – 1:50pm

Members present: Juliana Leung, Akia Marshall, Kristine DiMemmo, Jeanine Gardner, Tonya Huff, James Knieriem, Mary Legner, Jodi Mowrey, Ron Ruiz, Victor Sandoval, and Sal Soto

Members unable to attend: Carol Farrar, Angie Fawson, Yashmeen Sharma, Cynthia Gonzalez, Chie Ishihara, Ashley Martinez, James Seals and Kheesa Slaughter

Guests present: Jennifer Amaya, Haley Ashby

- I. **Call to Order** – Meeting called to order at 12:54 pm, quorum met
- II. **Approval of the Agenda** – M/S/C Legner/DiMemmo, motion carried by consensus
No changes to the agenda, agenda approved by consensus
 - a. Marc Sanchez is no longer on TLLC but is listed on the agenda as the liaison for DLC; TLLC would like to replace Marc with Dr. Farrar
- III. **Approval of Minutes** of TLLC meeting held on March 21, 2019
 - a. Tabled to next meeting
- IV. **Ongoing Business**
 - a. Spring Strategic planning retreat held 3/29, Julianna spoke about Pillar 4 and found the retreat quite useful; equity was discussed and it was noted that equity should be incorporated into all goals. Activities at the retreat included an iceberg scenario to see “what is visible and what lies below the surface” as well as discussions on guided pathways
 - b. Aligning strategic goals with CCCO Vision for Success what approved via an e-vote by this committee
 - c. SEM plan was sent out as a link on the agenda and is being reviewed by enrollment management subcommittee
 - d. Accreditation update – meeting on Standard 2 will be tomorrow. The process has been that Standard 1 was reviewed last month, Standard 2 is tomorrow and Standard 3 will be next month. Leads have until next meeting to submit the evidence, a note of when evidence will be sent for items not yet ready for submission will also be noted.
 - e. Committee reports:
 - i. Enrollment Management – no meeting this month
 - ii. Curriculum Committee – not much going on; meeting was 15 minutes; some concerns have been that the catalog does not align with the curriculum that has been approved. Math & English changes need to be accurate, also catalog rights need to be honored. A new staff member will be coming onboard to help with curriculum alignment.
 - iii. Distance Ed – gaps found – no DE plan exits, items are not in a place easy to access either, goal is to have plan approved in May and have ready for accreditation. Establishing best practices as well as working with District wide DE
 - iv. Guided Pathways – vision and mission statements are being worked on at this time, Communication plan on academic engagement centers was worked on to help decide what communication and who is responsible for this interaction was discussed. There was discussion on referring to academic engagement centers as such, but the others as cultural engagement centers.
 - v. Department Leadership Council – no representative present

- vi. Integrated Academic Support – English & Math has been working on and advertising placement changes, workshops will be held to work on “How to teach English 1A” now that there are students entering straight into English 1A courses with or without support. Discussion regarding non-credit took place in the faculty minutes; faculty should be paid at the same rate for credit courses as non-credit if the college is being paid the same rate for courses. TLLC would like to put this on a future agenda.

- V. Adjourn – Meeting adjourned at 1:35 pm.
Next meeting **May 16, 2019**