

Riverside City College  
Teaching & Learning Leadership Council (TLLC)  
September 26, 2022 | Meeting Minutes | Zoom

**Faculty Chair:** Star Taylor  
**Administrative Chair:** Dr. Lynn Wright, VPAA  
**Classified Chair:** Daniel Gregory  
**Student Chair:** Jacob English

**Members present:** Melissa Harman, Diana MacDougall, Sal Soto, Mia Timme, Peter Curtis, Jeanine Gardner, Brit Osgood-Treston, Star Romero, Diana DeCastro, Nicholas Rodriguez, Daniel Turrubiarres, Sharon Walker, Aubrey Weston, Kristi Woods, Brandon Sumrall, Gregory Russell and James Knieriem

**Guests present:** John Adkins, Shari Yates, Tammy Vant Hul, Adrienne Grayson

- I. **Call to Order** – Meeting called to order at 3:02 pm
- II. **Approval of the Agenda**
  - A. M/S/C MacDougall/Sumrall
- III. **Approval of Minutes**
  - A. May 23, tabled
- IV. **Intro of new chairs**
  - A. No new chairs, faculty, administrative and classified co-chairs are the same as last year.
- V. **Quick check in**
  - A. Committee members shared recent experiences, accomplishments, etc.
  - B. Plans for TLLC this semester to accomplish
- VI. **Committee Reports**
  - A. Faculty Development
    - Chair – Melissa Harman reports book discussion is ongoing
    - Next semester will be another book: tba
    - STEM Community of practice, IOI best practices session
    - ALLY training coming up 10/21/22, flyer sent by email, recommended every 3 years
    - Hispanic Heritage month activities: <https://rcc.edu/life-at-rcc/events/hispanic-heritage-month-2022.html>
  - B. Curriculum Committee
    - last week to submit catalog changes for next year
  - C. Strategic Enrollment Management
    - Adjusting the target this year
    - Currently at 88.3% fill rate at the moment
  - D. Distance Education
    - New committee – accessibility and
    - CCAP and concurrently enrolled students count for apportionment
    - Low and no cost textbook courses need to be coded differently to track
  - E. Guided Pathways – no report
  - F. Department Leadership Council – Lynn Wright

- Kathleen Sell elected as chair or chairs
  - As enrollment settles, able to be more strategic
  - Chair elections are taking place
- G. Integrated Academic Support – no report
- H. Equity – Kristi Woods
- No report
- I. Open Education Resources – no report

## VII. New Business

- A. Student update: Jacob England, ASRCC
- Student elections will be held later this month
- B. VP Plans and Prioritization discussion
- Fall 2022-23 Prioritization Initiatives meeting will be held 10/28 12-2:30pm
  - <https://www.rcc.edu/about/strategic-planning/program-review.html>
- C. Faculty Prioritization requests
- Fall 2022-23 Faculty Priorities meeting will be held 10/28 2:45-4:45pm
  - <https://youtu.be/YAmTPE39DNs>

## VIII. Open Forum – none

- A. New to the prioritization process, how do the initiatives get on the prioritization list? How do make so the items move up? What is the deciding factor? Cost? Need?
- Disciplines (department chairs) create priorities, then move to deans of instruction, moves up to VPAA to make it to the division plan.
  - It has also been past practice for this group to look at the list with a 'teaching and learning' lens
  - For the prioritization meeting, could a form be created so that similar questions can be grouped so that the right people are in the room and questions are not repeated.

## IX. Adjournment

- A. Motion to adjourn at 4:36 p.m. by MacDougall