

Teaching & Learning Leadership Council

May 20, 2024, 3 – 5 pm

Meeting Minutes

Faculty Chair: Greg Russell
Administrative Co-Chair: Lynn Wright
Classified Co-Chair: Mia Timme
Student Co-Chair: Alexa Salazar (not present)

- I. Call to Order
 - a. 3:04 pm, quorum met
- II. Approval of Agenda
 - a. M/S/C Soto/Curtis, approved by consensus
- III. Approval of Minutes – April 22, 2024
 - a. Tabled to next meeting (August 2024)
- IV. Continued Business (30 minutes)
 - a. EMC update
 - i. The structure was approved and sent to Academic Senate.
 - ii. Some questions have been raised: How will the committee members be elected? The recommendation is that DLC will make these elections. DLC will meet this week and Academic Senate will make a final decision at their June 3rd meeting.
 - b. AI Discussion Best Practices
 - i. Draft has been shared before and updates are shared with the committee by Nancy Carranza's presentation.
 - ii. Discussion on the best practices on approaching suspicion of academic dishonesty
 - iii. 59 minutes in there was some finalization
 - iv. M/S (Cazares/Woods) to accept TLLC Statement on AI: It is the position of the Teaching and Learning Leadership Council (TLLC) at Riverside City College that generative artificial intelligence (AI) provides both opportunities and challenges for students, faculty, administrators, and classified professionals. Our AI philosophy prioritizes inclusivity, personalization, and ethical use of data. As AI tools continue to advance and become more ubiquitous, the RCC community should reflect on the positive potential of generative AI while also considering concerns about ethics, academic integrity, equity, and privacy. It is also the position of this council that decisions about and responsibility for teaching students about AI and the establishment of or revision of policies related to its use

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be left to each academic discipline and, ultimately, to each instructor. Students can be advised to confer with their instructors about their course policies regarding appropriate and inappropriate use of AI tools in their coursework. Finally, it is understood by this council that guidance about AI will evolve as AI evolves.

v. Motion passes with one abstention

- V. New Business (1 hour)
 - a. TLLC and equity committee (information)
 - i. Postponed to a later meeting
 - b. TLLC and Guided Pathways (information)
 - i. Looking for a liaison to attend the GP meetings
- VI. Voice of the Council (10 min)
 - a. High Flex classrooms – how will this look in regards to how classes will be advertised – online, hyflex, hybrid. Issues arise in terms in teaching assignments and load.
 - b. listen to the 1:34 time
 - c. items accomplished this year to memorialize in minutes
 - i. finalized the mission statement for TLLC
 - ii. approve the committee structure for enrollment management
 - iii. approved the TLLC position statement for Artificial Intelligence
 - iv. added terms to the DEIA glossary (pulled off state chancellor page)
 - v. promoted the one book – one college book club
- VII. Brief Committee Reports – not enough time, written reports shared by email
 - a. ASRCC
 - b. Faculty Development
 - c. Curriculum Committee
 - d. Strategic Enrollment Management
 - e. Distance Education/OER
 - f. Guided Pathways
 - g. Department Leadership Council
 - h. Integrated Academic Support
 - i. Equity
- VIII. Learn, Share, Do (5 min)
 - a. Committee reviewed items discussed today.
- IX. Open Forum
 - a. Peter Curtis would like to acknowledge Greg for his leadership this year
 - b. Greg would like to also acknowledge Mia and Lynn as co-chairs
 - c. Discussion regarding faculty elections and chair elections.
 - d. Looking forward to commencement to celebrate the students.

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- X. Adjournment 4:50 pm – next meeting will be **August 26, 2024 (Fall)**

Committee Members	
X Kristi Woods	X LaShonda Carter (LHSS)
X Meigan Ahmadi	X Brit Osgood-Treston (LHSS)
X Diana DeCastro	o Tina Stavropoulos (LHSS) (not present)
o Daniel Gregory (not present)	o Robert Baradaran (CTE) (not present)
X Natalie Halsell	X Debbie Cazares (CTE)
X Candyce Vizcarra	o Melissa Harman (STEM) (not present)
	o Brandon Sumrall (NURS) (not present)
	X Sal Soto (CLASS)
	X Peter Curtis (FPA)
o Additional Guests:	
X Nancy Carranza	
X Rana Tayyar	

Minutes submitted by: Elena Santa Cruz

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