

Teaching & Learning Leadership Council

September 23, 2024, 3 – 5 pm

Meeting Minutes

Faculty Chair: Lashonda Carter

Administrative Co-Chair: Lynn Wright

Classified Co-Chair: Mia Timme

Student Co-Chair: -waiting on ASRCC-

I. A. Call to Order

- i. 3:02 pm, quorum met

B. Approval of Minutes

- i. August 2024 – M/S/C Soto/Carter, approved by consensus

C. Approval of Agenda

- i. M/S/C Halsell/Soto, approved by consensus

II. EMLI Presentation: Jennifer Bielman

- A. Project: Advocating for Everybody: Exploring Seating Challenges for Individuals of Size in Higher Education – overview of EMLI project findings
- B. Committee members thanked Jennifer for sharing this important project and data. Hopefully this will bring about needed change within RCC.

III. 2024 – 2025 Goals

- A. Meeting norms: <https://padlet.com/nataliehalsell/what-group-meeting-norms-should-we-adopt-for-the-teaching-an-bqlpk3bc9gtog3nj>
 - i. Council agreed to the suggested meeting norms

B. Year Goals

- i. Discussion about AI in the classroom and how students are using it.
- ii. DEI, success planning, or EMLI projects could be taken on by this committee. 100% prioritization vote participation.
- iii. Committee will come back and decide on some goals to tackle this year – there are only 4 more meetings this academic year.

IV. Continued Business

24-25 Prioritization: <https://www.rcc.edu/about/strategic-planning/program-review.html>

- A. First prioritization meeting was held last week, next one will be on 10/1.
- B. All initiatives are ranked together, to come up with one list.
- C. TLLC would like to have 100% of its members to vote on prioritization.

Mission Statement: Riverside City College serves a diverse community of learners by offering certificates, degrees, and transfer programs that help students achieve their educational and career goals. The college strives to improve the social and economic mobility of its students and communities by being ready to meet students where they are, valuing and supporting each student in the successful attainment of their goals and promoting an inclusive, equity-focused environment.

V. New Business – discussion

- A. Accreditation – ISER is due in August 2026
 - i. Although this seems like a long time away, it must go through our participatory governance
 - ii. Steering Committee has historically been EPOC – oversight of each standard has been assigned to each leadership council.
 - 1. TLLC has been assigned Standard 2 with all of its subsections – councilmembers are not solely responsible for the information but are responsible that it gets done:
<https://forms.office.com/pages/responsepage.aspx?id=F5tmSTP640qOzDzxFreQ5dNJn4LnLpJPsQXmk-j6AtZUODFOND5UFFLROYxUEhXQjIzN0xaNDhQTy4u&route=shorturl>
 - 2. TLLC should look at the subsections of the standard and think about possible sources of evidence.
 - 3. Reviewed [Accreditation Standard](#) 2 and its reviewing criteria.
 - 4. Accreditation allows our students to access federal financial aid.
 - 5. Committee members are assigned to gather some evidence by 10/28/24 (next meeting date):
 - a. 2.1 Academic Programs & Delivery mode – Candyce Vizcarra
 - b. 2.2 Curriculum – Lynn Wright
 - c. 2.3 – Lynn Wright
 - d. 2.4 – communication – Pamela Crampton & Peter Curtis
 - e. 2.5 Scheduling – Mia Timme & Lashonda Carter
 - f. 2.6 Delivery mode and teaching methodologies – Mia Timme
 - g. 2.7 Institution Design & Services – Jacque Lesch & Sal Soto
 - h. 2.8 Sense of Belonging & Community – Natalie Halsell & Sal Soto
 - i. 2.9 Assessment – Denise Kruizenga-Muro
- B. Norco Guidelines for AI – tabled to next meeting
- C. DEI Terms - tabled to next meeting
- D. Guided Pathways - tabled to next meeting

VI. Action Items

- A. Vote on Meeting Norms
 - i. M/S/C Halsell/Curtis, motion carried unanimously

VII. Voice of the Council - none

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VIII. Open Forum

A. Call for special meeting to discuss progress and/or struggles gathering evidence to be held between today and the next regularly scheduled meeting.

IX. Open Forum

A. Escala – RCC is sending 15-person group including 2 students to equity-based learning institute this weekend in San Jose, CA

B. All African Diaspora Education Summit - delegation of nine fellows (faculty and administrators) heading to Accra and Cape Coast, Ghana, from September 27 to October 4, 2024, to deepen the college's commitment to African-centered education and better understand how to serve students from historically underrepresented communities.

X. Adjournment 4:51 pm – next meeting will be **October 28, 2024 (Fall)**

Committee Members	
• Lynn Wright	• LaShonda Carter (LHSS)
○ vacant	• Brit Osgood-Treston (LHSS)
	○ Riyad Abubaker (LHSS)
• Mia Timme	○ Robert Baradaran (CTE)
• Natalie Halsell	○ vacant (CTE)
• Candyce Vizcarra	○ Melissa Harman (STEM)
• Diana De Castro	• Pamela Crampton (STEM)
○ vacant	• Sal Soto (CLASS)
	• Peter Curtis (FPA)
	• Brandon Sumrall (NURS)
Additional Guests:	
Jennifer Bielman	

Minutes submitted by: Elena Santa Cruz

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