

## Teaching & Learning Leadership Council

October 27, 2025, 3 – 5 pm

### Meeting Minutes

**Faculty Chair:** Lashonda Carter  
**Administrative Co-Chair:** Lynn Wright  
**Classified Co-Chair:** Mia Timme  
**Student Co-Chair:** Alex Soto

- I. A. Call to Order  
Meeting called to order at 3:05 PM by Chair Carter.  
Quorum confirmed (11 members present).
- B. Approval of Minutes : September 2025  
M/S/C – Sumrall/Osgood-Treston, approved by consensus
- C. Approval of Agenda  
M/S/C – Curtis/Osgood-Treston, approved by consensus
- II. Guest Speaker: none
- III. 2024-2025 Goals  
A. Year Goals – standing item, nothing for today.
- IV. Announcements  
A. VP Open Forum for Prioritization – November 7<sup>th</sup> – initiatives open forum with VPs  
B. Initiatives Prioritization - Nov 17<sup>th</sup> – voting will open on the initiatives; goal is to have results tabulated and announced on November EPOC meeting on the 10<sup>th</sup>.  
C. DEIA Glossary being reviewed by Dean of Equity
- V. New Business –  
A. Equity Plan (Monique) – new student equity will be sent by a link, discussion will be moved to Spring for discussion.  
B. Review [TLLC Webpage](#) would like to have all 2021 archived
  - i. Elena Santa Cruz will get all agendas and minutes to be posted
  - ii. Subcommittees need to be updated:
    - 1. Enrollment Management Committee – Clifford Ruth
    - 2. Guided Pathways – Courtney Carter
    - 3. Curriculum Committee – Kelly Douglass
    - 4. Department Leadership Council – Kathleen
    - 5. Distance Education – Heather Smith
    - 6. Faculty Development – Monique Greene

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.

- iii. Meeting dated, agendas and minutes
  - 1. Outdated information (prior to 2021) needs to be purged.
  - 2. Meeting time still shows Thursdays, needs to be updated

VI. Continued Business

A. Accreditation

- i. Meeting held 2 weeks ago with ASCCC rep. Melanie shared that the questions should be answered by storytelling.
- ii. Many TL members have asked for permission to the Teams folder. Evidence has been added and updated.
- iii. Teams documents reviewed and discussed.
- iv. If you are not already assigned to a standard subsection, Sections 2.3, 2.8, and 2.9 need a lot of love.
- v. Need to have all wrapped up by October 30<sup>th</sup>. New faculty have been assigned to lead these committees.

B. AI Discussion

- i. AI will be used to provide more accessibility to students on the colleges' websites
- ii. Community of Practice has been submitted. Academic Senate mentioned that we should review Mira Costal CC AI document, it's a general guidance. TL members should also review it. It will be sent out following this meeting as AI is a part of Vision 2030.

VII. Action Items

- A. TLLC Webpage Adjustments – updates will be made.

VIII. Voice of the Council

- A. November meeting – due to holidays, TLLC meetings were no scheduled in November and December. Committee reviewed and discussed possible dates. December 1<sup>st</sup> may possibly work. Chairs will send a 'save the date' for possibly holding a meeting.
- B. TLLC workgroups – move to next meeting.
- C. Learn. Share. Do. – members share what they have learned and upcoming events.

IX. Open Forum - none

X. Adjournment 4:17 pm – next meeting may be December 2025

Committee Members	
<input checked="" type="checkbox"/> Lynn Wright	<input checked="" type="checkbox"/> LaShonda Carter (LHSS)
<input checked="" type="checkbox"/> Shari Yates	<input checked="" type="checkbox"/> Brit Osgood-Treston (LHSS)
	<input type="checkbox"/> Riyadh Abubaker (LHSS)
<input type="checkbox"/> Mia Timme	<input checked="" type="checkbox"/> Ryan Lakes (CTE)

<b>X Allyssa Ybarra</b>	<b>X Kinnari Bhavsar (CTE)</b>
<input type="checkbox"/> Candyce Vizcarra	<b>X Valerie Merrill (STEM)</b>
<input type="checkbox"/> Diana De Castro	<b>X Pamela Crampton (STEM)</b>
<b>X Lucy Tapia</b>	<b>X Sal Soto (CLASS)</b>
	<b>X Peter Curtis (FPA)</b>
<b>X Amaiya Verango</b>	<b>X Brandon Sumrall (NURS)</b>
<b>Additional Guests:</b>	<input type="checkbox"/> Not present / X present

**Minutes submitted by:** Elena Santa Cruz

DRAFT