

INSTRUCTION COMMITTEE

Meeting Minutes

January 7, 2022

10:02 via Zoom

Chairs: Michael Blankenship (C), Debra Dart (B)

Recorder: Sydney Gordon (B)

In Attendance: Michael Blankenship (English-C), Debra Dart (Information Systems-B), Sydney Gordon (B), Steve Litherland (District), Evgenia Harrison (Mathematics-C), Steve DeLong (Mathematics-B), Stacey Laney, Jennifer Ferguson (CTE Dean-Health Professions-limited role), Angela Slaughter (Business Management-B), Lisa Carter (Business Management-B- appointed by PAPC),

Absent: Dr. Peter Agbakpe- (Transfer Dean of Engineering, Science, & Mathematics- C), Thomas Slopnick (History-B),

I. Roll call/ Introductions

The meeting was called to order at 10:02 a.m.

II. Approval of Minutes from November & December Meeting

Meeting minutes from November & December approved

III. Chair Updates

No PAPC update - meeting Thursday, January 13, 2022 @ 2 p.m.

IV. Open Business

Quantitative Literacy rubric has been reviewed by math faculty (subject matter) and will be reviewed. The committee also suggested to have rubric submitted widely for faculty to review since it spans across other courses and degrees offered at TCC, not just math faculty.

V. New Business

One Virginia Plan DEI – incorporated into the curriculum for Professional Readiness and Civic Engagement. Met with new Director Dr. Kizart

- The committee suggested new wording diversity and inclusiveness
- Another suggestion is to include an equity definition to be added to civic engagement – and to see what assignments come in
- The also suggested that Steve follow-up with Kellie Sorey
- The committee mentioned to make sure that rubrics are posted in both GEAs and In-CURR
- Send a communication from Instruction Committee to support both Civic Engagement and Professional Readiness assignments supporting the rubrics – minor tweaks to the rubric. Send to the deans in order for them to send to faculty to check assignments

VI. Next Meetings

2021-2022 Academic Meeting Dates. Location: Zoom for Fall semester (Face-to-face TBD for Spring 2022), December 3(Zoom), January 7 (Zoom), February 4 (TBD), March 4 (TBD), April 1 (TBD), May 6(TBD).

VI a. Website – improve Library presence move up in the syllabus builder, Library as a separate model under TCC

- Action item – have something at the top highlight library resources – speak with John Morea
 - Library visibility problem – place to start and talk to John Morea have the link be on by default and move it up in the Canvas shell. Move the default links up higher.
 - Push notifications for the Canvas on the library resources – subject specific
 - Canvas Commons was mentioned and has information from the library and other resources that faculty can use for their classes
- The committee suggested that in order for students to use library resources is to create a sample assignment quiz or extra assignment that would use the library.
- Add a question to in the Canvas module quiz that forces students to view the library resources link
- Ensure that the “Library Resources” link is turned on by default
- Make SDV a required course within the first year as a college student. The committee also mentioned that students need the library week 1 not later in the semester
- It was suggested to send out a Doodle poll on first semester classes that use research

VII. Adjournment

The meeting adjourned at 11:34 a.m.