

INSTRUCTION COMMITTEE

Meeting Minutes

November 2, 2018

10:00am in Norfolk, District 502

Meeting Facilitator: Jessica Morales (C)

Recorder: Brittany Horn (VB)

In Attendance:

Angela Bell (Health Professions-B), Elizabeth Briggs (Communications-C), Lisa Carter (Information Systems-B), Jennifer Ferguson (District), Brittany Horn (Libraries-B), Harlan “Skip” Krepcik (Industrial Technologies-P), Steve Litherland (District), Richard McCammon (Humanities-N), Jessica Morales (Natural Sciences-C), Angela Slaughter (Business Management-P)

Guests: Heather Fitzgerald, Amanda Goldstein

Absent: David “Steve” Delong (Mathematics-B), Glenn “Bert” Fox (Social Sciences-C), Corrine Lilyard-Mitchell (Fine Arts-P), Victoria Proffitt (Mathematics-P)

I. Roll call

The meeting was called to order at 10:04. Quorum was established.

II. Approval of Minutes from October Meeting

A motion was made to approve the October meeting minutes as submitted. The motion was approved.

III. Civic Engagement Rubric (Jennifer Ferguson)

Faculty input was sought regarding the CE Rubric and the Massachusetts Civic Learning and Engagement Assessment Framework to begin the conversation for how TCC would fulfill SCHEV requirements.

IC members participated in a small group activity to sort outcomes by learning objectives related to CE.

At the December meeting, IC plans to look at the CE objectives and their application at TCC for practicality and assessability. IC will also work on drafting definitions of terms, e.g. civic values that will be necessary for effective assessment.

IV. VIVA Open and Affordable Course Content Grant Program (Steve Litherland)

[VIVA](#), the academic library consortium of Virginia, has an [Open and Affordable Course Content Committee](#) that is offering a new opportunity for faculty to earn a stipend for reviewing Open Educational Resources (OER) content for the [Open Textbook Network](#) (OTN). Spring 2019 workshops will be announced. Also, look for more information about the Course Redesign Grant Program which will provide funds for faculty to adopt, adapt, and/or create OER content. More information will be provided through IC and the Faculty Senate, but for an overview, see the [VIVA OTN Update](#).

V. Charges from Dr. McCray

A motion was made to table this topic until January. The motion was approved unanimously.

VI. Next Meetings

2018-2019 Academic Meeting Dates & Campus Locations:

December 7 (C), January 11 (P), February 1 (VB), March 1 (C) (meeting and retreat), April 5 (N), May 3 (P)

VII. Adjournment

The meeting adjourned at 12:06pm.