

## ***INSTRUCTION COMMITTEE***

### ***Meeting Minutes***

March 3, 2017

9:00 am in Virginia Beach, Joint Use Library, Room L-206

**Meeting Facilitator:** Amanda Leo, Chair

**Recorder:** Heather Fitzgerald

**In Attendance:** Michael Blankenship (ENG-C), Jennifer Ferguson (District), Heather Fitzgerald (LIB-B), Mark Frederick (CST-N), Harlan Krepcik (IT-P), Amanda Leo (HP-B), Steve Litherland (District), Don Mendonsa (IS-C), Kerry Ragno (Dean-N), Beno Rubin (Dean-C), Lara Tedrow (SS-N)

**Absent:** David Brandt (MTH-C), Monica McFerrin (PAPC), Megan Taliaferro (NS-B), Ivory Warren (PS-N)

**Guests in Attendance:** Nancy Prather-Johnson, Alicia Phillips

#### **I. Roll call/ Introductions**

- The meeting was called to order at 9:04. Quorum was established.

#### **II. Guest Speakers**

##### **A. Feedback from Faculty Senate: General Education Assessment**

- Nancy Prather-Johnson, Faculty Senate – Portsmouth Campus Chair, brought the IC faculty feedback regarding General Education Assessment.
- In particular, concern about the AAT was with the section asking “If NA, how could the assignment be adapted to require this dimension?” By majority vote, the IC voted to strike this section from the AAT effective Fall 2017. (Vote: 8 in favor of striking this section from the AAT, 2 opposed, 1 abstained).
  - Once all competencies have been assessed in accordance with the GEA cycle, AAT revisions will be revisited.

##### **B. Campus & Student Involvement**

- Alicia Phillips, Associate Director of the Portsmouth Student Center, presented a proposal to add a statement about Campus & Student Involvement to the Official Course Syllabus.
- Research has shown that co-curricular involvement and leadership helps academic performance.
- The IC opposed the proposal to be added to the Official Course Syllabus as a required field, but proposed it be optional for faculty and also suggested John Morea be contacted to see if this information can be added to Blackboard

#### **III. Approval of minutes from last meeting**

- The February meeting minutes were approved.

#### **IV. Open issues**

##### **A. Academic Affairs Update – Steve Litherland**

- Intercultural Learning announced this year’s Study Abroad program will involve Biology and Health Sciences. Best practices are being researched on incorporating intercultural learning into the curriculum.
- Online courses must be offered as advertised in the College Catalog. Deans may offer additional courses as warranted based on student needs.
- The Batten Centers are a resource for faculty and can be scheduled for meetings.
- There is a new leadership track for Faculty Professional Development.

## **B. General Education Assessment Update – Jennifer Ferguson**

- Assessor training was held on February 10<sup>th</sup>. Heather and Amanda co-facilitated this training.
- The Critical Thinking Rubric Revision session took place on February 17<sup>th</sup>. Faculty that attended this session decided to meet again to further discuss the rubric language.

## **C. PAPC Update – Amanda Leo**

- The IC's mid-year report was submitted to the PAPC.
- The IC's feedback on the General Education Committee proposal was submitted.

## **D. IC Membership – updates and openings**

- The IC has two openings:
  - (1) Humanities/Fine Arts/ Arts & Design
  - (1) Business Management
- IC is seeking an adjunct representative and another Portsmouth Campus representative.

## **V. New business**

### **A. IC Charge Topics**

- Resource Repository
  - LibGuides was verified as the appropriate platform for the IC's Resource Repository.
  - The IC will suggest resources to be included in this repository.
- Professional Development Content
  - There was no update on professional development content.
- GEARS emails & website
  - IC website is up to date and accurate as of 3/1/17.
  - IC will send an email advertising the Scientific Reasoning Rubric Revision meeting on March 31<sup>st</sup>.
- IC Role in Guided Pathways
  - A draft Fact Sheet defining the IC's role in Guided Pathways was circulated with feedback to be provided at the next IC meeting.

### **B. SCHEV Revised Assessment Policy Documents**

- The IC will receive a revised draft of the SHEV Assessment Policy and will provide additional feedback as necessary.

## **VI. Next meetings- 2016-2017 Academic Meeting Dates & Campus Locations:**

- Spring 2017: Mar. 24 (N) (Friday Retreat), Apr. 7 (C), May 5 (B)
- Other important dates:
  - Scientific Reasoning Rubric Revision Working Session: March 31st, Norfolk Student Center, 9am-12pm

## **VII. Adjournment**

- The meeting adjourned at 10:45am.