

# TEACHING & LEARNING COUNCIL MEETING MINUTES



Meeting Date: March 7, 2025

<b>Members in Attendance</b>	<b>Council Co-Chairs:</b> <input checked="" type="checkbox"/> Carol Burnell <input checked="" type="checkbox"/> David Plotkin	<b>Members:</b> <input checked="" type="checkbox"/> AJ Smith <input type="checkbox"/> Dustin Bare <input checked="" type="checkbox"/> DW Wood <input checked="" type="checkbox"/> Jane Littlefield <input checked="" type="checkbox"/> Jennifer Bown <input checked="" type="checkbox"/> Jil Freeman	<input checked="" type="checkbox"/> Kari Hiatt <input checked="" type="checkbox"/> Katrina Boone <input checked="" type="checkbox"/> Kelly White <input checked="" type="checkbox"/> Martha Bailey <input checked="" type="checkbox"/> Sarah Parker <input checked="" type="checkbox"/> Scot Pruyn <input checked="" type="checkbox"/> Sue Goff
	<b>Recorder:</b> <input checked="" type="checkbox"/> Kelly White		

Topic/Items	Category	Notes	Decisions/Action Items
<b>1. Approval of Minutes</b>	<input checked="" type="checkbox"/> Discussion <input checked="" type="checkbox"/> Decision <input type="checkbox"/> Advocacy <input type="checkbox"/> Information	Conversation about minutes, recorders responsibilities. <u><a href="#">Minutes template lives here</a></u> and in myClackamas under <i>Training Materials and Templates</i> .	<b>Action item:</b> Minutes will be corrected and updated after approval with noted corrections.
<b>2. Committee Reports</b>  <ul style="list-style-type: none"> <li>▪ Assessment Committee</li> <li>▪ Curriculum Committee</li> <li>▪ Global Learning Committee</li> <li>▪ Instructional Standards and Procedures</li> <li>▪ Teaching and Technology Workgroup</li> </ul>	<input checked="" type="checkbox"/> Discussion <input type="checkbox"/> Decision <input type="checkbox"/> Advocacy <input checked="" type="checkbox"/> Information	<p><b>Report Out</b> – Committees will be listed on every agenda and encouraged to report out when appropriate.</p> <p><b>Global Learning Committee</b> – <i>See next agenda item</i></p> <p><b>Teaching &amp; Technology Workgroup:</b> Katrina provides an update on the Teaching and Technology Group, highlighting a new accessibility tool in Moodle and an upcoming Moodle upgrade.</p>	

<b>3. Global Learning Committee Response</b>		<p>The Global Learning Committee discussed the logistics of study abroad trips, noting that faculty members and their respective department chairs and deans are primarily responsible for initiating these trips. Better documentation in the handbook is needed and is in the works. Operational questions related to cost and risk management were deemed outside the committee's scope but should be potentially addressed by the Dean and VP. Some departments have scholarships for students, but it is not a university-wide program. A suggestion was made that staff could direct their donations to support students' study abroad experiences.</p>	
<b>4. Fist to Five as a straw poll response</b>		<p>"Fist to 5" is a process used as a straw poll to gauge consensus on decisions before taking a final vote. The Fist to 5 scale ranges from 0 (complete objection) to 5 (enthusiasm and best idea). In addition to Fist to 5 the Cougar Pause framework should be used before reaching a consensus. If there's significant disagreement, there should be a pause to discuss further before moving forward. A unanimous vote might not always be the case in real situations.</p> <p>Other decision making tools like Zoom Polls were discussed.</p>	
<b>5. Charter Review</b>	<input checked="" type="checkbox"/> Discussion <input checked="" type="checkbox"/> Decision <input type="checkbox"/> Advocacy <input type="checkbox"/> Information	<p>Charter updates were agreed upon and will be posted as official.</p>	<p><b>Action item:</b> Charter subgroup to post the updated charter as official</p>
<b>6. Priorities List Update</b>	<input checked="" type="checkbox"/> Discussion <input type="checkbox"/> Decision <input type="checkbox"/> Advocacy <input type="checkbox"/> Information	<p>This year's priorities include Council operations, supporting Excellence and Equitable Teaching and Learning and Belonging and Equity.</p> <p>The council will discuss how to engage with Federal policy responses from a faculty and teaching and learning standpoint</p>	<p><b>Action item:</b> David will make the priorities document final and will share for future discussion, edits and comments..</p>

<b>7. Council Operations</b>	<input checked="" type="checkbox"/> Discussion <input type="checkbox"/> Decision <input type="checkbox"/> Advocacy <input checked="" type="checkbox"/> Information	Council will continue discussion of council operations.	
<b>8. Questions &amp; Announcements</b>	<input checked="" type="checkbox"/> Discussion <input type="checkbox"/> Decision <input type="checkbox"/> Advocacy <input checked="" type="checkbox"/> Information		