

Teaching & Learning MEETING AGENDA



Date: April 4, 2025 | **Time:** 1:30-3:00p.m. | **Location:** Zoom | **Recorder:** Kelly White

Purpose	Guiding Principles
Regular Meeting	

Topic/Items	Category	Facilitator	Allotted Time	Key Points: Provide 50 words or less on expected outcome
<i>If using AI notetaking or recording, remind participants that recording/AI notetaking will be used before enabling this feature.</i>				
Reading of Land and Labor Acknowledgement		Volunteer	5 min	
1. Approval of minutes	<input checked="" type="checkbox"/> Discussion <input checked="" type="checkbox"/> Decision <input type="checkbox"/> Advocacy <input type="checkbox"/> Information	Carol	5 min	Minutes from 03/07/2024--vote to approve
2. Committee reports	<input checked="" type="checkbox"/> Discussion <input type="checkbox"/> Decision <input type="checkbox"/> Advocacy <input checked="" type="checkbox"/> Information	Representatives from committees	10 min	Any updates from committees: Curriculum, ISP, Assessment, Global Learning, Teaching & Technology
3. Responses or recommendations re: federal actions	<input checked="" type="checkbox"/> Discussion <input type="checkbox"/> Decision <input type="checkbox"/> Advocacy <input checked="" type="checkbox"/> Information	David, Leap Office	15 min	Discussion
4. Teaching & Learning Strategic Priority	<input checked="" type="checkbox"/> Discussion <input checked="" type="checkbox"/> Decision <input type="checkbox"/> Advocacy <input type="checkbox"/> Information	David	20 min	Review outcomes and plan for spring and fall

5. Council Operations	<input checked="" type="checkbox"/> Discussion <input type="checkbox"/> Decision <input type="checkbox"/> Advocacy <input type="checkbox"/> Information	All	20 min	Continue discussion; refer to Handbook
6. Request for work groups	<input checked="" type="checkbox"/> Discussion <input checked="" type="checkbox"/> Decision <input type="checkbox"/> Advocacy <input type="checkbox"/> Information	Carol & David	10 min	Follow up on email request & confirm members: We need to plan a couple of events: the open house for teaching and learning event where we provide info and request community input, and an open house for innovative teaching and learning (examples: CTE DEI project and English self-study)
7. Questions & Announcements	<input checked="" type="checkbox"/> Discussion <input type="checkbox"/> Decision <input type="checkbox"/> Advocacy <input checked="" type="checkbox"/> Information	All	5 min	Follow up on email request: volunteers to be our liaisons to the DEI Community of Practice Priorities list: updated draft sent to Work Group, will report out next meeting Priorities

Future Agenda Items for Meetings			
Topic/Item	Category	Key Points: Provide 50 words or less on expected outcome	Facilitator
1. Open House Community Input Planning	<input checked="" type="checkbox"/> Discussion <input checked="" type="checkbox"/> Decision <input type="checkbox"/> Advocacy <input type="checkbox"/> Information	Report back from work group	
2. Open house for innovative teaching and learning	<input checked="" type="checkbox"/> Discussion <input checked="" type="checkbox"/> Decision <input type="checkbox"/> Advocacy <input type="checkbox"/> Information	Report back from work group	
3. Committees that request to report out or seek input	<input type="checkbox"/> Discussion <input type="checkbox"/> Decision <input type="checkbox"/> Advocacy <input type="checkbox"/> Information		
Upcoming Meeting Date	Start Time	End Time	Location

May 2, 2025	1:30 p.m.	3:00 p.m.	Virtual via Zoom
-------------	-----------	-----------	------------------

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

Guidance for Use:

- *Agendas should be distributed and uploaded to the Shared Governance Website no less than 7 days before the meeting date*
- *For distribution it is recommended that you save and send as a PDF rather than a Word document to retain formatting (File > Export > Create PDF/XPS)*
- *Agenda naming convention:*
 - *Date (DD/MM/YY)-Council Name-Agenda*
 - *Example: 01-31-24-Council Name-Agenda.pdf*
 - *Do not use spaces, instead use dashes*
- *Be concise, Agendas will be posted publicly to encourage participation*