

TEACHING & LEARNING COUNCIL MEETING MINUTES




Meeting Date: November 7, 2025

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

Guests in Attendance: Elizabeth Carney, Virginia Chambers, Abraham Encinas, Melinda Nickas, Lisa Nielson, Ni’Cole Sims, Beth Wicklund

Topic/Items	Notes	Decisions/Action Items
1. Committee updates	The Global Learning Committee reported progress on a student study abroad handbook and noted a fully booked December trip to Ireland. The Curriculum Committee had no updates. David will be attending the next ISP meeting to ask the group to work on an instructional continuity of operations plan.	
2. Adding more faculty: progress on charter requirements	David said that he and Carol are looking to add one or two more faculty members to this council, particularly from Arts & Sciences.	
3. 2025-26 priorities: results of survey, make decisions on priorities	The group reviewed strategic priorities and the results of the poll. The council members discussed their role in supporting and overseeing teaching and learning initiatives at the college. The list of priorities was reviewed and refined, including promoting elements of equitable teaching and learning, conducting data review projects on equity, and advising new or re-emerging committees. The council agreed to move forward with the list, pending further discussion and refinement. They also touched on the need for better information sharing across departments and discussed what it means to provide support, oversight, and advocacy in their role.	Action item: David and Carol will fill out the priorities form, sending it to the council for feedback before submitting it to the Oversight Group.

	<p>David drafted a document during the meeting, which was shared out to the council members:</p>  <p>Teaching and Learning Council Pri</p>	
4. What we do Part 2	<p>The role of the Teaching and Learning Council was discussed, including as a venue for addressing college-wide questions and concerns. Scot highlighted the council's function to provide guidance and redirect issues to appropriate committees. Carol emphasized the importance of distinguishing between council priorities, which require accountability, and ongoing work already happening in existing committees.</p> <p>David noted the council's unique position compared to other councils, as it operates with established committees that report to it. The group discussed their role and approach to working with committees, emphasizing a partnership model rather than oversight, with Carol explaining their current process of engaging committees through agenda items and annual reporting.</p> <p>The council acknowledged their primary responsibility for excellence in equitable teaching and learning as a strategic priority, with discussions ongoing about which specific aspects to emphasize. The group discussed decision-making processes within the council, with Katrina clarifying that while the council serves as a space for input and partnership, it also has the authority to make decisions when necessary, as outlined in their charter. Carol confirmed that the council is tasked with making recommendations and decisions, particularly regarding uniform teaching standards and strategic priorities.</p> <p>Council members discussed support and oversight roles, agreeing to proactively engage with associated committees rather than waiting for annual reports. The group decided to create a one-pager outlining potential support options and regular check-in questions for committees, while also considering how to handle contested decisions that require broader institutional input.</p>	<p>Action item: David and Carol will create a one-page document outlining how the council can support committees, including check-in questions to ask periodically.</p> <p>Council members on associated committees were asked to communicate to those committees that they can ask for help or request agenda items anytime, not just during annual reports</p>

5. State level updates	The council did not discuss this agenda item.	
6. New standing item: Call for future agenda items	Future agenda items: <ul style="list-style-type: none"> • Math – present co-req response plan (Scot) • ISP – bring forward approved ISP to review with council (Armetta) • Global Learning Committee – work through requests and questions stemming from the creation of the student handbook (Jennifer) 	Action item: To include an agenda item in an upcoming meeting, please send the information to Carol and David at least two weeks before the meeting date.

Upcoming Meeting Date	Start Time	End Time	Location
December 5, 2025	2:00 p.m.	3:30 p.m.	Virtual via Zoom