

TEACHING & LEARNING COUNCIL MEETING MINUTES



Meeting Date: December 5, 2025

Members in Attendance	Council Co-Chairs: <input checked="" type="checkbox"/> Carol Burnell <input checked="" type="checkbox"/> David Plotkin	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 checked="" type="checkbox"/> Jil Freeman <input checked="" 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
	Recorder: <input checked="" type="checkbox"/> Kelly White		Notetaker: <input checked="" type="checkbox"/> Sara Sellards

Guests in Attendance: Miranda Butler, Anne-Mary Nash-Haruna, Kattie Riggs

Topic/Items	Notes	Decisions/Action Items
1. Approval of minutes	Minutes from the October and November meetings were approved.	Minutes can be found here: <ul style="list-style-type: none"> October 3, 2025 meeting November 7, 2025 meeting
2. Future agenda items	Co-reqs will be on a future agenda. Other future agenda items discussed include Cougar Pause and an update on Generative AI (after January).	
3. Global Learning Committee	<p>Jennifer Bown discussed the Global Learning Committee’s work on study abroad programs, presenting updates on the faculty-led study abroad handbook and a new student-focused handbook being developed. The council expressed concerns about the lack of clear processes and oversight for study abroad programs. The council agreed to review the Global Learning Committee’s documents and provide feedback.</p> <p>The group discussed use of funds for study abroad programs. They addressed a discrepancy in the student handbook regarding faculty versus staff-led programs, confirming that all current programs are faculty-led. The discussion concluded with Dustin suggesting the need to ensure program sustainability by involving Kari Sandberg and Stefanie Diaz-Zavala in the advisory role.</p>	<p>Jennifer to send the updates faculty-led study abroad handbook to Business Services and Financial Aid for review and feedback.</p> <p>Jennifer to send student-facing study abroad handbook to Student Support Council for feedback once completed.</p> <p>Jennifer to revise faculty handbook to clarify that approval for study abroad trips is from the dean, not</p>

	<p>The need for a part-time study abroad coordinator to support students was also discussed, although it was agreed that hiring such a position at this time is unlikely. David suggested that the Global Learning Committee invite relevant staff (such as Sara Sellards) to committee meetings to brainstorm solutions for oversight and coordination of study abroad trips, given the unlikelihood of a new part-time position.</p>	<p>the department chair, and clarify or remove references to staff-led trips.</p>
<p>4. ISP Committee</p>	<p>Armetta Burney presented the posthumous degree policy, which allows families to honor deceased students who completed at least 50% of a degree or certificate program with a 2.0 GPA, though questions remained about financial aid implications and documentation in the SIS system.</p>	<p>Armetta to research and report back to the council:</p> <ul style="list-style-type: none"> • Whether there are any financial aid implications or requirements for posthumous degree/certificate awards. • What “notated in the SIS but not officially documented” means for posthumous awards.
<p>5. State level updates</p>	<p>David Plotkin provided updates on transfer initiatives in higher education, focusing on common course numbering and major transfer maps. He noted that common course numbering is generally beneficial, while the effectiveness of major transfer maps is still uncertain. David also mentioned that the Higher Education Coordinating Commission (HECC) is considering implementing a statewide general education block that would transfer across all institutions, which would be different from the current AAOT. This new initiative is in the early stages and has not yet been presented to the Transfer Council.</p> <p>David shared two links:</p> <ul style="list-style-type: none"> • https://www.oregon.gov/highered/about/transfer/Pages/common-course-numbering.aspx • https://www.oregon.gov/highered/about/transfer/Pages/transfer-maps.aspx 	

<p>6. Priorities Draft Update/Vote</p>	<p>The draft priorities document was shared: https://studentclackamas.sharepoint.com/:w:/s/TeachingandLearningCouncil/IQB8-0ki2hz1R4q2yLZkZM4XATEIFMdlVSBgretKK9R_w4I?e=h2s1WL</p> <p>The three priorities are:</p> <ol style="list-style-type: none"> 1. Implement the institutional strategic priority: Excellence in Equitable Teaching and Learning (EETL) 2. Support [new or re-emerging] committees related to strategic issues identified by the College 3. Provide a venue for discussing emerging, substantive concerns or opportunities (i.e., strategic issues) in Teaching and Learning <p>The council reviewed and tentatively approved the three priorities, agreeing to refine the specific outcomes and actions in January.</p> <p>There was a suggestion to have Priority #3 on an agenda at least once a term.</p>	<p>David and Carol committed to provide as much time as possible for the council to review the outcomes and actions document prior to the January meeting.</p>
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Upcoming Meeting Date	Start Time	End Time	Location
January 9, 2025	2:00 p.m.	3:30 p.m.	Virtual via Zoom