



Trinity Valley Community College
Learning Initiative Council

February 9, 2007

2:00PM Baugh Technology Center 2nd Floor Conference Room

Present: Jeremy McMillen, Kay Pulley, Russell Self, Wanda Mayes, Janet Lumpkin, Terry Spurlock, Eric Moseley, Linda Gann, Judy Callicoatt, Rob Risko, Wendy Mays, and Iris Reeves

Absent: Janice Sutton

Guest: Tina Rummel, Senior Research Analyst

Meeting called to order at 2:10PM

1. Minutes from 12/8/2006 read and accepted

2. On-Site Visit Official Report (Jeremy McMillen)

- We received the final report from the on-site committee visit. As expected, it contained 2 recommendations. Our response to these recommendations is due April 1. The report can be a maximum of 10 pages but we should be able to respond effectively in three pages for each recommendation. We will submit a modified QEP at the same time. If the committee is satisfied with our efforts, we will be reaccredited in June with no recommendations. The two major issues are, imbed the QEP in the strategic and annual plans, and to involve the Library more in the QEP.
- Janice Sutton could not attend today's meeting but she asked Kay to present some of idea aimed at increasing Library involvement.
 - a. Subscribe to a service that allows us to lease popular titles for reading. This would give us access to 100 titles with the ability to add 10 each month as long as the books are circulating. The should promote reading for pleasure to develop better readers
 - b. Working on how to rearrange the library in Athens. Plans to purchase comfortable furniture to form enticing individual and group-meeting areas. This should support the student networking groups already formed
 - c. Searching for more ideas on how to promote student engagement and incorporate the Library more into the QEP.Janice welcomes any suggestions the committee may have.
- Jeremy has had students ask about the possibility of having the Library open additional hours (i.e. Saturday or Sunday nights). We may need to provide space for student use for networking groups during those days/hours.
- The Strategic Planning Committee should meet soon, it is important to document how student services tie into the QEP. We should probably identify how items in the strategic plan specifically relate to the Learning Initiative. Jeremy will schedule meeting.
- Kay encountered Bob Smallwood at the Annual SACS-COC meeting December. He had good things to say about his visit here as part of the on-site committee. In one of his sessions, they sat together and he was very supportive of us, a positive encounter. Additionally, Jeremy has heard from former colleagues that

they are hearing good things about what we are doing here. Sharon Pate also is very complimentary.

- Steve Thornburg (on-site committee chair) is now a part of the 77-member panel that determines accreditation. Sharon Pate says that Bob Smallwood remembers her in connection with us, so they have opened a dialog.
- Our name and accreditation status will be read at the formal meeting December 2007.

3. New Hires in Institutional Research (IR), and Academic Ed & Planning Positions (Kay Pulley)

- The new Director of IR is Robin Huskey; she joins us from Mt. Pleasant. Her Research Associate Chris Morman begins Monday. He is a former work-study for Tina Rummel. They will occupy the Liberal Arts Building Offices. Office assignments are fluid but as of now, we plan to add them to our current spaces.
- Rebecca Whitley is Jeremy's new Administrative Assistant. She will work in the Gibbs building with him beginning Wednesday, 2/14/2007.

4. Newspapers and Posters for the Learning Lab (Kay Pulley)

- Permanent hours for Larry Jaques have been increased. The recent TVCC newspaper article is primarily about the Learning Lab
- One troubling bit of news is that on one of the Lab computers we have discovered inappropriate material. The Lab Coordinator will monitor closely to see that it does not happen again. Also, guidelines have been posted to clarify what constitutes proper usage of Lab equipment. These guidelines will give Larry a clear cut set of rules to determine if a student can use the facility or not.
- Kay submitted the new Learning Lab posters for discussion. Palestine has their new posters and will place them around their campus.

5. General Learning Lab and PODS Discussion

- In response to a request from Eric Moseley for a more concrete definition of what PODS are, the following was provided
 - a. Material covered in PODS should not be the same things you do in class every day.
 - b. PODS must be scheduled for definite days, times and locations.
 - c. PODS must be open to any student (even those not enrolled in a related class)
- PODS are being confused with "Study Group Sessions" We will look into whether or not study groups should become the seventh engagement.
 - a. Until then, per Linda Gann's suggestion - instructors should record study group activities as soft data (no quantitative numbers).
 - b. Some PODS and Learning Lab schedules have been posted on the website at <http://www.tvcc.edu/opie/LearningInitiative/LearningLab/>.
 - c. PODS may be created on all campuses; Iris will keep the schedules up to date. Send any corrections/additions to her.

Action Item: Iris correct Russell Self's PODS information on Athens website Schedule

6. Assessment Team Report (Wendy Mays)

- There was some ambiguity amongst the disciplines knowing what was expected of them on the Pre and Post tests. On learning day there was a session covering these subjects that provided additional clarity.

- Fall classes that implemented reading specific testing were given the opportunity to go with what they had or to spend this semester revising the process. The only test from last semester that will remain the same is the test for speech.
- We should all keep in mind that the goal is to reassure for improvement in reading regardless of the subject (GOVT, PSYC, ENGL etc.) This is based upon the premise that the more you read, the better reader you become. That may translate across subjects.
- Students need to be told why they are taking the tests, how will the data be used, for example: Janet has her students complete 2 scantron sheets, keeping 1 for herself. She should take action to refer her low scorers for reading help.
- Testing will occur after the first 3 weeks of class when class roles are final.

Action Item: Terry Spurlock to automate the test taking process (using WebCT) to include instructor feedback. He will work with Wendy to get engagement test files needed to do this. After it is set up, Wendy & Terry will distribute instructions to the council.

7. Academy Team Report (Linda Gann)

- Nine people attended the working group. They will be nominating people who can contribute next year.
- The next Learning Day will be September 21. There will be no classes that day.

8. General Discussion - Jeremy McMillen

- The Dean's Council is now known as the Administrative Council. This better reflected the numerous recent title changes.
- In-Service comments were positive.
- We may take part of the next In-service day to cover LEAPS in response to Eric's suggestion that we schedule a "LEAPS Day". LEAPS will be developed in August when all of the teachers return, they are due by June 1, 2007
- Division Chairs and Department Heads need to be well trained in LEAPS in order to provide guidance to their people in developing LEAPS.
- We evaluated the quality of our LEAPS. We found that 30% of our LEAPS were actually measuring what they stated they would.

9. Engagement Team Report (Janet Lumpkin)

- Networking Group Workshops attendance was not great; Fridays are not good for these meetings. There was one person from Palestine, 2 from Athens, 3 from HSC, and 3 from Terrell.
- Supplies are needed to support Engagement Team efforts and perhaps some incentive.

Action Item: Build funds into Kay's budget

10. Reading Team Report (Wanda Mayes)

- We need donations of magazines & novels to stock the reading nook set up in the Baugh Technology Center and the giveaway tables across the campus. We are not tracking use but these areas seem to be very popular
- At her reading conference, she made 2 contacts that may be doing something like we propose to do with discipline specific testing. She is waiting for responses. We need more information so Wanda will look for anyone who has done something similar to what we are trying to do in reading.

11. Announcement

- This summer, the Learning College Summit will be in Dallas. TVCC will register as a group to take advantage of the group rate. So far, Ray Williams, Jeremy McMillen, and Kay Pulley plan to attend.

11. Next Meeting

The current plan was for the council to meet the 3rd Friday of each month but we have not met with success due to conflicts. The next meeting will be March 23, 2007 at 2:00PM in the first floor Baugh Technology Conference room.

Meeting adjourned 3:52PM