



**Trinity Valley Community College
Learning Initiative Council
April 27, 2007**

2:00PM Baugh Technology Center 1st Floor Conference Room

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

Absent: Rob Risko

Guests: Robin Huskey and Tina Rummel

Meeting called to order at 2:12PM

1. Minutes from 3/23/07 meeting accepted

2. Discuss Response Report (share copies) & June ruling and December announcement - Kay

- All reports are in. Strategic planning committee will be working on further development of Strategic Plan. The last report submitted was Terry's VCT report of substantive change on April 15. Our final report from SACS should arrive in June; in December, we will be on the list of college results read at the annual meeting.
- The Learning Framework Course has already had a task force meeting. Kay, Wanda, and other task force members are examining stacks of textbooks that could potentially be used for this.
- Response Report: We have added Critical Success Factors to the Strategic Plan that specifically addressed student reading comprehension and faculty/staff/LI involvement.
- Reading Tests: Kay and Jeremy want a system where individual teachers can call and get their results from their classes. Most important is to look for overall changes. This will be developed as they go.
- LI office will produce a major report by July 15 of every year. The report will be in three sections that consist of 1) projects being tracked by the office of LI, such as count # of faculty completing Academy, and how many took part in Learning Day, 2) a report of LEAPS results with linkage to LI, and 3) the same thing with Administration Outcomes; this will help with the 5-year report. Goals are there, tracking will be done, and teachers can reference their activities.

3. Discuss LEAPs/Administrative Outcomes tied to LI - Kay

- Jeremy - LEAPS may be a complicated place from which to create reports. SACS says you have to have a processing place and that process has to

- promise to lead you to learning about learning outcomes. SACS knows about this process and expects us to carry it on.
- Kay and Jeremy met and decided that one of the three LEAPs created for each group must tie to the Learning Initiative. If this is not the case, they must create one that conforms.
 - Jeremy expressed the need to make sure that the LI will survive on this campus in the coming years and through a change in presidency.
4. Kay and Jeremy did a presentation on QEP with Gayla Roberts in Austin on continuing education and SACS. Many did not know what a QEP is. They came up with short versions of compliance criteria and QEP criteria, along with answering many questions. They have submitted a proposal to present at the annual meeting.
5. **Update on Learning Frameworks Course and Strategic Plan**
- Jeremy attended a first-year student success experience seminar in late February. There was discussion about a course to teach students learning styles. We previously had an orientation course but we do not offer now because of funding. They discussed having all freshmen (eleven to fourteen hundred total) be required to do this; the marketing team suggests this course but it would be determined who should be required to enroll.
 - Linda Daniel is looking at an orientation or something along these lines to put online. This course would be in psychology or education. Terry Spurlock and Kay Pulley expressed support for this course. Freshman could be required to take this course but there are more students than there would be staff on different campuses.
 - The target audience is students that have to take 3 developmental courses. It would be required for students that tested as deficient - no other students would have to take this course. The problem is that it is not a transfer course and we are limited to the number of those. Students in danger of not passing or in developmental courses could also be required to take this class, but we are still trying to develop a process to identify students who need to take this course. A committee is working on the process, but the course is already in the catalog. We want to get something ready by the fall for this new course so if any council members are interested, please let Jeremy know.
 - Kay - Per Elizabeth Starek, her group of peer tutors wanted to use Learning Lab to have a workshop and work with anyone to determine their own learning styles. It is our first effort together. We are very excited about this program, and hope to keep something like it going, we have used an evening group and day group. It happened rather suddenly but notices went out in teacher mailboxes and on posters.
 - We have teachers showing up to tutor in the Learning Lab but have no students at times. We have reached survey fatigue so we must think of incentives for teachers to want to use this program in spite of all other programs on this campus.

- Janice - passed out a handout of minutes from a librarian meeting that was used in the Response Report. The Librarians want to encourage reading and support what goes on in the classroom. Janice discussed each brainstorming idea on those minutes.

6. Fall In-Service Tentative plans - Kay

- Wanda and Janice went to the administrator's retreat and heard about plans to bring in an outside speaker for In-Service, but price tags are very expensive. We are negotiating with League of Innovation but they cost about \$2500 plus expenses. We need a new voice. Prospective speaker recommended from Blinn (that may charge less than \$5000) does studies on how to reach next generations. Efforts are being made to find someone that can be very general but will continue to add to the culture change. Ray and Jeremy are working on getting a speaker for that day.

7. President Baugh says the Board is having problems with Learning Day because it sounds like a free day for students. Further explanation could help to clarify, but they have agreed to put it on the calendar for this year. We may need a new name for Learning Day. The President was impressed with Learning Day and bought up the fact that Learning Day break out sessions went well. Not going to push needing a new name for now.

8. Faculty/Staff Activity Logs and Acronyms - Kay

- Kay needs Activity Logs turned in as soon as possible; this is vital. Iris is organizing the data in a spreadsheet.
- Iris created an acronym list for her use that may be useful for others (copies handed out).
- We have information coming in for conferences. Kay plans to attend the summer SACS meeting in Louisville Kentucky. The new SACS requirements initial pilot group is about to go through the first five-year plan and we are interested in their process.
- Jeremy and Kay will attend the Learning College Summit June 24 through 27 in Dallas.

9. Update on CCSSE and CAAP plans – Kay & Wendy

- CCSSE has been done and sent off.
- Introduced Robin Huskey, new Director of Institutional Research. She is reviewing and analyzing our collected data. Her focus is to pull it all together but this is a tremendous task. There are areas of concern in the fall data:
 - Some students took a post test that did not match the pre test
 - Some students dropped courses so they took one test but not the other.
 - Some did not provide social security numbers.
 - Out of 1800 test takers, she can only match 400 students that took pre and post test. 26 sections did not have post test.

10. Update on work with Dr. Sharon Pate – Kay

No feedback from Sharon at this time. She is doing assessments at Central Texas College and is swamped with end of semester tasks.

11. Assessment Team update – Wendy

- Wendy is giving the first round of CAAPS. Janet commented that testing was handled very well at the Terrell campus; Robin and Wendy did a great job of notifying test takers and scheduling the exams.
- We are giving Critical Thinking this time instead of Reading. We are varying the tests for the Gen Ed committee as well as LI Council. The test takers have to be AA or AAT (Associate of Arts in Teaching) potential graduates. We overlooked AAT in the initial list because it is new. There are not many, probably 2 to 3 that we tested.

12. Technology Team update & VCT Final Report – Terry

- Technology Team-Terry showed us what he could do in terms of VCT. Tina has been talking with Wendy who is looking at the shell that Terry created in WebCT. The goal is to get something online for Discipline Specific Reading by June 1; it may not be in WebCT – it could be in another online format.
- We may try to get the Speech test online so that Wendy can test it. Hopefully, the bugs will be out by July. The challenge is then to get it online in a form for the students to take. Tina is helping Wendy look at the possibilities, but it must be working for fall testing.
- We are verifying whether we will have unlimited access since this will put a strain on WebCT.
- Kay will discuss with Jeremy if we will use the same prompt for pre and post testing.
- We appreciate all of the work that Tina and Robin are doing on this to help us with this.

13. Academy Team update - Linda

The Team met for the last time this semester. It was a very good semester and they are getting ready for Learning Day.

- She is looking for nominations for individuals that may be willing to participate next year. She is sending out an email to ask for volunteers.
- Reminders, portfolios are due in summer. All plan to stay for sophomore year.
- Janet is now penciled in as a potential Lunch and Learn speaker for the fall.

14. Engagement Team update – Janet & Russell

- The Pilot Project – we have 3 total networking in Terrell as follows: Janet, Floyd Brighton, and Lola King, Kelly Driskell is tentative in Athens with possibly one other, and Sherry Wages in Palestine.
- Kay-Discussed how to track little changes. How can we best track the baby steps in student networking? If we can devise a way that is more beneficial to us, we can include smaller initiatives that do not necessarily fit into one of

- the more formal programs for improvement. We need a simplified form to track student networking. Jeremy wants comparison.
- Russell and Kay discussed loading an ICON for all major publishers on the LI website that will connect to textbook information accessible by students.
 - We hope to expand the Learning Lab concept to include specific subjects i.e. a failing nursing student would be able to go to a new “Nursing Learning Lab” for reading-Helen Reid and Wanda have been communicating about this.

15. Reading Team update – Wanda

- People appear to be having problems developing tests for Discipline Specific Reading. She has found a book that has examples of reading prompts for individual subjects (all subjects). The book has only one test for pre and post, this may be a problem.

16. Update Team Discussion – Eric

- Kay – the teams have been under extreme pressure and people are tired. We need to take the summer to reflect on and analyze what we have done. We need to reassess to get things in the best shape for the fall. The planning portion of the QEP is done but the implementation portion is just beginning.
- Now that SACS has been completed, we need to stop using “this is a SACS requirement” as the motivation for faculty and staff to participate in our initiatives.

17. Next planned meeting will be early August

Kay - We will meet in August (before school starts back) for a lunch meeting in town. We can discuss the initial CCSSE results (that should be here in July). We should also have the final report from SACS to review. Otherwise, we will be taking a summer break from LI Council meetings.