Instructional Council Meeting Agenda

Date: 10/20/23| Begin: 8:30am | End: 10:30am| Location:HRC 310 In-Person - Recorder: Sara Wade

Topic	Presenter/ Facilitator	Time (Minutes)	Key Points/Expected Outcome *(Provide 50 words or less)*	Category
VPIS Update	Jarett/ Sara W	5	VPIS will provide general updates of divisional import ahead of time, in writing, and this space will be available for Q&A. Topics will include: SEM Planning, PayPal, NOTA/COTA, Faculty Evals, Syllabi, Email Courtesy.	☒ Discussion ☐ Decision ☐ Advocacy ☒ Information
Ad-Hoc Report Activity #1: Grades Data	Jarett	30	1.) Introduce activity; 2.) Review observations made and recorded by Council members; 3.) Distill observations into divisional and pathways goals/proposals for action. ***Shared Folder Reminder:*** Ad-Hoc Report Activity #1: Grades Data. ***Activity #2:*** Credits Attempted/Completed.	☒ Discussion ☒ Decision ☐ Advocacy ☒ Information
Academic Assessment	Susan/ Kristen K	20	An overview of CLO & ILO college participation results for the 2022-23 academic year and the last five years. Update on plan to disaggregate student learning outcomes for the ad-hoc report.	☒ Discussion ☐ Decision ☐ Advocacy ☒ Information
Technology Corner	Rob K/ Jarett/ Danny	20	Executive Director of Infrastructure, Danny Dehaze, joins us. 1.) Check in on start-of-term technology experiences and needs. (What worked? What didn't?) 2.) Update on staffing/hiring. 3.) Update on the Anthology integration with Moodle. 4.) Discuss potential for dedicated physical tech troubleshooting for students, i.e., campus entryways, LLC. 5.) Student email access on their phones.	☒ Discussion ☐ Decision ☐ Advocacy ☒ Information
Textbooks & Course Materials	Jarett	15	Council to discuss chair feedback pertaining to textbook and course material adoption. 1.) **Affordability** - How do/can we ensure affordability of course materials for our students? We will discuss opinions on options for affordability, specifically OERs and Equitable Access. 2.) **Relevance** - How do/can we ensure relevance (i.e., content, editions) and flexibility (i.e., range of editions) for our students? 3.) **Procurement** - What do we perceive are-- or have we experienced to be-- practical challenges to your desired adoptions in Slingshot? Folder	☒ Discussion ☐ Decision ☐ Advocacy ☒ Information
Pre-Reqs	Rob K	10	Why are pre-reqs being skipped without instructor approval?	☒ Discussion ☐ Decision ☐ Advocacy ☒ Information
Mid-Term Grade Reporting	Rob K/ Jarett	5	Checking back in our September 2023 discussion about identifying assignments and submitting grades to support early alert.	☒ Discussion ☒ Decision ☐ Advocacy ☐ Information
Operational Planning	Jarett	5	Introduction of the Operational Planning Template. Chairs are requested to provide their goals for both this year (late planning, emergent needs) and for next year (proactive planning, in advance of the budget process.) ***Chair due date by noon on Friday, November 3, 2023.***	☒ Discussion ☐ Decision ☐ Advocacy ☒ Information
General Check-in	All	10		☒ Discussion ☐ Decision ☐ Advocacy ☒ Information

Announcements

	Next Meeting Date	Start Time	End time	Location
	November 17, 2023	8:30 am	10:30 am	Zoom Only
Future Agenda Items			**Notes***	
Course Cross-Listing Instructional Modalities: HyFlex, Dual Delivery, etc.				