

INSTRUCTION COMMITTEE

Meeting Minutes

April 9, 2021

10:00am via Zoom

Chairs: Jessica Morales(C), Debra Dart (B)

Recorder: Glenn “Bert” Fox (C)

In Attendance: Debra Dart (Information Systems-B), Jennifer Ferguson (District), Sydney Gordon (Libraries-B), , Jessica Morales (Natural Sciences-C), Glenn “Bert” Fox (Social Sciences-C), Lisa Carter (Information Systems-B).

Absent: Steve Litherland (District), Michael Blankenship (English-C), Angela Slaughter (Business Management-P), Angela Bell (Health Professions-B),

I. Roll call/ Introductions

The meeting was called to order at 10:00am. Quorum was established at 10:06am.

II. Approval of Minutes from Previous Meetings

Prior minutes from March were approved unanimously

III. Chair Updates

Debra Dart reported on deadlines for officer elections and the lack of action from PAPC on solicitations for committee vacancies.

I. Open Business

a. Information Literacy Awareness

Jennifer Ferguson indicated that a informational email will be sent regarding Information Literacy, to encourage faculty to promote it as our lowest scores in assessments are related to information literacy matter such as sources and evidence.

IV. New Business

A. Written Communication Rubric Presentation

- a. The committee discussed the presentation of the Written Communication. There was no presentation of the Rubric due to scheduling conflicts. New presentation date is planned for April 29.

B. Committee Bylaws

- a. The committee approved the revised Bylaws (for 2021-2022) by unanimous email vote.

C. GEA Assessment Plan

- a. Jennifer Ferguson shared the GEA Assessment plan. The target was 282 work products, with approximately 180 received.

V. Next Meetings

Location: Zoom, until further notice.

Next Meetings: April 29 (for presenting Written Communication Rubric), May 7 (next regular meeting)

VI. Adjournment

The meeting adjourned at 10:42am.