

MEMORANDUM: Annual Report to Executive Staff Member

To: Daniel DeMarte, Vice President for Academic Affairs & CAO
From: Amanda Leo, Instruction Committee Chair
Date: February 1, 2017
Subject: **Governance Committee Annual Report**
Select Report: Annual Mid- Year Report
Academic Year: 2016-2017

Charges:

Instruction Committee Charges 2016-2017

(Amanda Leo, Chair; Steve Litherland, Academic Team Representative)

- Review and recommend any revisions to policies, procedures, plans, or other relevant document that are germane to the purpose of the Instruction Committee; assist in drafting new policy and procedures, if needed.
- Establish proposed glossary of terms for general education competency rubrics as needed (oral communication, cultural and social understanding, information literacy, personal development, quantitative reasoning).
- Recommend content for online professional development modules specific to general education assessment.
- Increase adjunct faculty awareness of General Education Assessment through communication and dissemination of information.
- Determine the committee's role in advancing Guided Pathways.
- Establish a repository of resources for faculty to support instructional effectiveness.

Actions: Actions taken to address charges are summarized below.

- A formal statement on the Role of IC in advancing Guided Pathways is currently being drafted and will be finalized in time for May Learning Institute.
- Adjunct awareness is being addressed through the following:
 - Active efforts to recruit an adjunct faculty member for representation on the IC
 - General education assessment is proposed as content material for the Adjunct Faculty Academy
 - All full time faculty, adjunct faculty, and librarians are included in GEARS emails distributed by the IC
- IC has reorganized the Quantitative Reasoning general education competency rubric to include a glossary of terms on the cover page so that it is consistent with the presentation of other rubrics.
- IC has scheduled a working session for faculty to participate in Critical Thinking rubric revisions on February 17, 2017. All faculty have been invited to register for this event.

- IC has proposed a tiered model of professional development modules specific to general education assessment and presented to the AVP for Faculty Professional Development. The IC will focus on creating content for the first Tier throughout the spring 2017 semester.
- IC reviewed the SCHEV Draft Policy on Student Learning Assessment in Quality Higher Education and provided feedback to Kellie Sorey on Nov. 16th, 2016.
- IC has distributed copies of *Redesigning America's Community Colleges* (Bailey, Jaggars & Jenkins 2015) to its membership. IC members have been reading this throughout the academic year to support determination of the Committee's role in advancing Guided Pathways
- Committee members have reviewed several instructional resource books. Titles that were reviewed by IC members include:
 - *Small Teaching: Everyday Lessons from the Science of Learning* by James M. Lang
 - *The Course Syllabus: A Learning-Centered Approach* by Judith Grunert O'Brien et als.
 - *Teaching at its Best: A Research-Based Resource for College Instructors*, by Linda Nilson
 - *How We Learn: The Surprising Truth About When, Where, and Why It Happens*, by Benedict Carey
 - *Sentipensante (Sensing/Thinking) Pedagogy: Educating for Wholeness, Social Justice and Liberation* by Laura I. Rendón
- A LibGuide with recommended resources for supporting instructional effectiveness is being created. The LibGuide will be presented to the IC, who will determine where best to link these resources for faculty to support instructional effectiveness.

Additional actions taken by the IC this academic year are summarized below:

- Amanda Leo is participating on the General Education Committee Task Force as the IC representative
- [Instruction Committee Webpage](#): Updates regarding membership, minutes, and bylaws have been made and are current as of 02/01/17.
- Amanda Leo (Chair) and Jennifer Ferguson (Director of General Education & Transfer Partnerships) co-presented "GEARS: For Faculty, By Faculty," at the 2016 Virginia Assessment Group Conference.in Richmond, VA Nov. 16-18, 2016. The reviewers found that the proposal focused appropriately on this year's theme: *Showcasing Practices that Improve the Quality of Teaching, Learning, and Assessment*.
- Assessor Training on critical thinking competency was held on 10/14/16 with 14 new faculty attendees.

Planned Actions/Goals:

- Fill current open positions

1-2*	Humanities/Fine Arts/Arts and Design	ART, CRF, CST (Theatre), DAN, HUM, IDS, Languages (CHI, FRE, GER, JPN, RUS, SPA), MUS, PHI, PHT, REL
1	Business Management	ACC, ACQ, AST, BUS, ECO, FIN, HRI, HRT, LGL, MKT, REA