



University of West Georgia Senate

Teaching Learning and Assessment Committee (TLA)

Meeting Minutes

Approved 11/10/2023

10/27/2023 - 11:00 am

Members present – Jason Swift, Mandi Campbell, Blake Adams, Ana Zapata Calle, Bryan Perry, Amy Yarbrough, Lantz Ferrell, Amanda Thomas, Brian McCrary, Jean Cook, Heather Mbaye, Janet Gubbins, Meggie Miller

1. Minutes from Sept 29, 2023 approved
2. Updates:
 - a. AI working group continues-draft hopefully shared next week
 - b. CACSCI working group not announced yet
 - c. Review of Faculty Senate Meeting- Block scheduling survey sent to students-SGA, Blue Coats, Faculty Recommendations. In the beginning stages of block scheduling, stay tuned for future updates.
3. ITS surveys:
 - a. Survey development-meant to provide robust data for ITS services and updated information for Faculty Senate, faculty, and students
 - i. [Survey for Faculty](#)
 - ii. [Survey for Students](#)
 1. Think about graduate and undergraduate student needs
 - b. Timeline:
 - i. Place suggestions for topics and questions for the surveys. Example from ChatGPT in folder.
 - ii. Complete within the next month
4. Common CourseDen Components:
 - a. History-Provost charged IFE with understanding what students want most in CourseDen and faculty would incorporate in CourseDen. After IFE student & faculty survey feedback 3 items were chosen for Fall 23: syllabus, assignments/assessments when possible with feedback, and up-to-date gradebook. Spring 24: Calendar and Content modules with module overview with links to learning materials, assignments, and assignment dropboxes.
 - b. Announcement to faculty Monday the 30th to clarify confusion and expectations
 - c. Checklist & Reminders for faculty proposed.



- d. Jason to add as an informational item on the next Faculty Senate Agenda.
5. Old/New business:
 - a. Discussing replacing Clickers with another item at next meeting.
 - b. AI week from IFE reminder.
6. Adjourned 12:06 pm