

Teaching, Learning, and Assessment Committee Meeting

Attendance Options: You may attend this meeting in-person by joining us in Coliseum 2114 or virtually by joining us in Blackboard Collaborate (click this link) <https://us.bbcollab.com/guest/7ab15aeb30e24f3f9d023c8be34ff0ac> (the session opens at 1:45 PM on 9/25).

In attendance Dan Williams, Amanda Thomas, Rod McRae, David Newton, Kyunghee Moon, Janet Gubbins, via Blackboard, Annemarie Eades, Jonathan Denny, Andrea Baer

Minutes

Agenda item: Old business: Approve 8-31 meeting minutes **Presenter:** Jennifer

Please see the minutes can be accessed via this link:

<https://docs.google.com/a/westga.edu/document/d/10uW7UiCfDepLDmaYrDQkSQ3K3YpzcqUQ7GGUUNnyzNE/edit?usp=sharing>

Minutes were unanimously approved.

Agenda item: Committee Projects 2017-2018 **Presenter:** All

Discussion: One specific item was brought to our attention. First, there is a need for IT support for Saturday classes. ITS is hiring a Senior Client Services Technician to provide full-time support on Saturdays. The plan is for this person to be in place by the end of November, which will help for next semester. The committee heard this as an information item.

In a further discussion of the committee's purpose and projects, we grappled with these questions:

Should we create a formalized way for faculty and students to voice needs in the areas of teaching, learning and assessment? Suggestions ranged from adding a link to a Google form to the faculty senate newsletter to a formal survey of faculty, staff and students. These questions were asked (though none were answered):

- What might the purpose be? Who will subscribe to this?
- Don't want to add another listserv. What about open records requests?
- Could we send a Qualtrics survey once a semester?
- Can send via faculty senate newsletter. Once a month or something? Bring questions, comments, concerns to the TLA committee.

Additional discussion focused on increasing retention rate, and working on developing connection between students and faculty and encouraging student voice.

The discussion closed with a review of our purpose as defined by faculty senate. We decided to check in with the entities under our advisement to ask about their needs.

Agenda item: Approve meeting dates for 2017-2018 **Presenter:** Jennifer

Minutes Approved via email vote on 10/25/17

Discussion: Meeting dates for Fall 2017 were approved. Only change was to move last meeting to the week before finals. This was approved. The remaining dates/times are: Tuesday, October 24 12:30-1:30; Monday, November 13 2:00-3:00; and Tuesday, November 28 12:30-1:30

Agenda item: New business

Presenter: All

No new business was discussed.