



# Lane

Community College

## Learning Council

### Meeting Notes from February 22, 2008

#### ATTENDANCE:

- ☐ KATE BARRY
- ☒ MARY BRAU
- ☒ ROMA CUSIMANO
- ☒ LIDA HERBURGER
- ☐
- ☐

- ☒ KEN MURDOFF
- ☒ TAMARA PINKAS
- ☒ LARRY SCOTT
- ☒ CATHERINE RESCHKE
- ☒ KEN ZIMMERMAN
- ☒ SONYA CHRISTIAN  
(VIA PHONE)

TOPIC & OUTCOMES:	DISCUSSION:
<p><b>AGENDA:</b> Note Taker:</p> <p><b>Approval of Minutes:</b></p> <p><b>Announcements and reports:</b></p> <p><b>COPPS review Report:</b></p> <p><b>Learning Plan Implementation, Direction 1:</b></p>	<p>Lida</p> <p>Cathie noted that the date is wrong on the top of the November 30<sup>th</sup> minutes. The November 9<sup>th</sup>, November 30<sup>th</sup> and January 25<sup>th</sup> minutes were approved with the one correction.</p> <p>Agenda change: Mary B will report on the Assessment Plan next meeting and not on Standard 2 this time.</p> <p>Larry: Empty faculty position. Who should appoint – Faculty Council or Faculty Union? Charter and Council Website differ. Larry will check with Jim Salt. Ken Z: Do we want to seek Student representatives? Tamara will check with ASLCC.</p> <p>Larry encouraged attendance at the Peace Conference and passed around the program. Cathie noted the COPPS alternative format statement should be listed on the program.</p> <p>Mary: New less-than-one-year certificates: Professional Truck Driving Certificate and Web Programming Certificate – Career Pathways</p> <p>Assignment was simply to identify what policies fall under Learning Council purview. Subcommittee of Ken M, Mary and Tamara reviewed 45 policies and procedures for the gap analysis and recommends we report to College Council that there is no change from last spring. We further recommend that 1) policies and procedures be linked in COPPS if they are not on the same page and 2) appropriate references be given in both policies and procedures to statute/board policy or other related legal information.</p> <p>Sonya provided an overview and highlights of accomplishments for Learning Goals identified through the unit planning process <b>Ken Z</b> noted the failure to support goal 2 and goal 5 due to staff &amp; faculty reductions – direct student support. <b>Roma:</b> Concern about fee structures and payment policy on student retention. <b>Larry:</b> Need to have an overall understanding of impacts of all decisions (if add programs must drop others due to scarce resources.) Should always look at big picture when making decisions. <b>Ken Z</b> recommended the Learning Council review the accomplishments report from OISS and prepare a report from the whole Council for College Council. Also noted there is a negative impact from budget reductions when we submit the three year review of the Learning Plan to the College Council.</p>

TOPIC & OUTCOMES:	DISCUSSION:
<p>Upcoming joint meeting:</p> <p>Report on Standard 2:</p> <p>Instructor Office Hours:</p> <p>Next meeting: March 14th</p>	<p><b>Sonya</b> support Ken's proposal to report to College Council <b>Tamara</b> sees a danger in the current process where departments self-identify what they have accomplished related to a Learning Goal. She recommended the Learning Council analyze what was reported as accomplishments toward a particular Learning Goal to make certain Council supports what was reported before submitting to College Council. <b>Sonya</b> commented that the process has been hard to institutionalize. The unit plans are not consistent. She prefers that we not be prescriptive but should tighten understanding through conversations.</p> <p>A discussion was held on the format for reports to College Council on the Learning Plan outcomes. It was suggested that the thorough but lengthy notes from OISS be condensed into a three page executive summary. <b>Tamara</b> would like to have the report on all six directions by May 9<sup>th</sup>.</p> <p><b>Ken Z</b> recommended that, to save time for future meetings, the review documents (such as the OISS report) be sent to Learning Council members to review prior to the meeting. OISS representative reviewing material may then give a quick overview and we can move directly to Q &amp; A.</p> <p>Many groups, such as the SLI, have been asked to make reports to both the Learning Council and the Faculty Council. For efficiency, a joint meeting is scheduled Monday, April 11<sup>th</sup> from 2 to 4 pm to hear these reports. <b>Tamara</b> will revise the Learning Council calendar and send it out to the members.</p> <p>Postponed.</p> <p><b>Ken Z</b> presented a draft of a revision to the Instructor Office Hours policy listed on COPPS prepared by Ken Z, Ken M and Don McNair. Discussion revealed that many members felt the policy should be expanded to cover more situations. <b>Larry</b> will take the draft to Faculty Council and propose a joint subcommittee work on the revision. <b>Tamara</b> asked Ken Z to bring a revised policy to May 9<sup>th</sup> meeting.</p>