

## ***INSTRUCTION COMMITTEE***

### ***Meeting Minutes***

September 4, 2020

10:02am via Zoom

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

**Recorder:** Glenn “Bert” Fox (C)

**In Attendance:** Michael Blankenship (English-C), Debra Dart (Information Systems-B), Jennifer Ferguson (District), Sydney Gordon (Libraries-B), , Jessica Morales (Natural Sciences-C), Glenn “Bert” Fox (Social Sciences-C), Angela Slaughter (Business Management-P)

**Absent:** Steve Litherland (District)

#### **I. Roll call/ Introductions**

The meeting was called to order at 10:15 due to technical issues. Quorum was established at 10:15.

#### **II. Approval of Minutes from May Meeting**

Prior minutes were approved as is by unanimous vote.

#### **III. Chair Updates**

Jessica Morales reported that PAPC has not yet provided charges for governance committees.

Committee vacancies were discussed.

#### **IV. Open Business**

#### **V. New Business**

##### **A. Meeting Times for the 2020-2021**

IC discussed meeting times and decided to examine times as the semester goes along due to potential conflicts with other governance committees.

##### **B. Written Communication Rubric Review (Ferguson)**

Jennifer Ferguson presented data regarding the Written Communication rubric. The College has ben below the benchmark for as long as data has been collected in the area of Information Literacy, shown in the WC rubric in the Sources and Data dimension. That dimension is also used in the Scientific Literacy and Critical Thinking rubrics as well. The IC discussed a variety of ideas regarding improvement and dissemination of rubric assessment data.

The IC is to review the first two dimensions of the WC rubric and return with comments and ideas for change.

##### **C. Date for Professional Readiness Open Session**

IC determined that the PR open session will be Friday Oct 2, at 11am.

#### **VI. Next Meetings**

2020-2021 Academic Meeting Dates. Location: Zoom (for fall semester at least).

October 2, November 6, December 4, January 8 (location TBD), March 5 (location TBD), April 2 (location TBD), May 7 (location TBD)

**VII. Adjournment**

The meeting adjourned at 11:31am.