

INSTRUCTION COMMITTEE

Meeting Minutes

November 6, 2020

10:00am 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), Steve Litherland (District), Angela Bell (Health Professions-B), Lisa Carter (Information Systems-B).

Absent: None

I. Roll call/ Introductions

The meeting was called to order at 10:06. Quorum was established at 10:10.

II. Approval of Minutes from October Meeting

Prior minutes were approved without change. Motion proposed: Mike B; second Angela B. Vote was 7 yes and 1 abstention, 2 members having left the meeting.

III. Chair Updates

Debra Dart reported that PAPC has not yet provided guidance regarding vacancies on governance committees. The group discussed committee vacancies.

IV. Open Business

Written Communication Rubric Review (Ferguson)

As part of the process of improving the Rubric discussed previously, the IC evaluated various aspects of the rubric and made edits to improve clarity. One metaphorical example, “Inevitable events are bound to happen.” Matters related to Foreign Language were discussed.

V. New Business

A. Professional Readiness Rubric Review

IC discussed removal of first words from the description of each level in the rubric.

Motion: (proposed: Lisa C, Second: Mike B.) To accept the Rubric as modified and disseminate it to the Faculty. Motion passed by unanimous acclaim.

B. Definitions of Synchronous/Asynchronous Courses

Angela Slaughter brought up concerns regarding the definitions of synchronous and asynchronous courses, and concerns about faculty compliance with those definitions. The IC discussed the matter but declined to act further.

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 12:31pm.