LEARNING COUNCIL MINUTES
October 27, 2017, 1:00 to 2:50 in Board Room

Present from Learning Council: Aryn Bartley (Faculty), Patrick Blaine, Claire Dannenbaum (LCCEA), Dawn DeWolf, Jennifer Frei, Pat Griffin (Classified), Christina Howard (LCCEA), Kerry Levett, Phil Martinez, Marleena Pearson (LCCEF), Victoria Rodriguez (student), Tammy Salman (by position), Ian Coronado (by position), and Keely Blyleven (student).
Absent: Adrienne Mitchell (Faculty Council), and Jim Salt (LCCEA).
Notetaker: Anna Kate Malliris
Guests: Jennifer Steele

Item	Notes
Admin Tasks	- Welcome New Members - Agenda – **approved without change** - Minutes from 6/9/17 – **approved without change** https://drive.google.com/file/d/0B2PfyBRu_ZITT1JmdXBHd3JXc0U/view?usp=sharing - Planning Meeting notes from 10/6/17 https://drive.google.com/file/d/0B2PfyBRu_ZITdzdEenhmUDdNWjg/view?usp=sharing
Invited Presentation	None
Chair Report (Howard)	- Overview of council function and work plan - Learning Plan Communications (2017-18) - College Council Meeting on November 8, 2017, at 3:30 p.m. - COPPS Update
Vice Chair Report (DeWolf)	- Accreditation - Had our mid-cycle visit which went well. We will not hear the outcome until January when NWCCU makes its decision about whether there will be another one year report of whether we will just go into our 7 year visit in four more years. - Institutional Effectiveness - There will be an open campus invitation for people to join the core theme leads in gathering and accessing data around our core theme to see if we are fulfilling our mission.
Member By Position Appointment	Ian Coronado is appointed as a member by position. There is still one member by position available. Howard will work with Extended Learning, ABSE/ALS, & ESL to see if a non-credit student might join the council. Another option would be to invite someone from tutoring to join the council.

Learning Plan Work Session	• Communications and Outreach (meetings 11/3, 11/17, and 12/3)
	o Handout #1 distributed. This would be the language used in the conversation kit. Please email comments to Dannenbaum.
	o The schedule was that the document would be distributed Winter Term. Fall term will be spent creating the conversation kit and deciding what format should be used to distribute the information.
	o It would be good to put up a skeleton and goals/questions to start getting substantive feedback on the blog that Matt Danskine has created. The goal would be to make decisions on Nov. 3rd and get something on the blog shortly after.
	o **Howard will work on the skeleton, goals, questions that will be put out for comment.**
	• Data analysis.
	o Data is going to the Core Theme teams (related to the indicators) so Learning Council team could join those teams to engage with the data. However, this may not be as focused or indepth as the Learning Council may want so it might be beneficial to form a Learning Council subcommittee to look at additional data to the Core Theme data.
	o **Howard/DeWolf will identify potential data sources and the data subcommittee will use it as a starting point.** There needs to be some constraints on the data sets that should be used. We may not know all of the data sets or their sources.
	o **The data will be used internal to the council to help in the development of the plan and the development of the strategies in the plan.**
Achieving the Dream	• ATD will be using Key Performance Indicators to set our goals
	• Next week the ATD coaches will be coming to work with Lane with KPI (National information, data analysis, etc).
	• Sessions on Monday afternoon and Tuesday morning.
Future Agenda Items and Other Business	• COPPS- Tracking Policy Developments
	o Instructor hours on campus
	o Grade change status
	o Credit for prior learning
	• Achieving the Dream Presentation and Discussion- TBD
	• Student Retention Data: Strategic Enrollment Management Update
	• Curriculum Mapping Tool Presentation- Winter 2018
	• Information Literacy
	• Extended Learning Certificate Programs
	• AAS Online Program for Energy Management

	● Majors and Clusters Projects- TBD
NEXT MEETING	Will be winter term in person. Subcommittees will continue to meet and full council input and decisions will be requested and made electronically.