



## AtD Teaching and Learning Meeting Minutes

Tuesday, September 17, 2019

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Attendance: Dave Kietzmann, Kathy Sturgeon, Cathy Jo Sroufek, Ashley Hargrove, Becky Doss

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1. DACC administrators have identified an immediate need of Blackboard training. Every DACC course now has a Blackboard shell created as part of the continuation plan for situations when the college may need to close for weather or other emergency situations. Beginner and intermediate training sessions will be necessary to meet faculty needs based on recent faculty survey data. It was decided to offer Blackboard training for the Teaching Excellence Academy (TEA) in January 2020 and postpone Bloom's Taxonomy sessions for FY 21 based on current campus requests. Four sessions will be offered in 2 blocks of time, allowing faculty to pick one session each block and attend 2 sessions during the TEA. Sessions will include basic tools and navigation, gradebook, developing and using rubrics, and using groups. Kathy will ask Maggie Hoover to teach the basic tools and navigation session. Faculty will lead the other three sessions. Dr. Nicole Carter was recommended to lead a session and Cathy Jo will check with her about which area she would feel comfortable leading. Kathy Franklin and Don York were also discussed based on their expertise with Blackboard and possible presenters. Blackboard session planning will continue at the October 2019 meeting.
2. August 2019 TEA evaluations were reviewed. Patrick Henry Community College provided their survey results from each session with DACC. Both sessions received high ratings and overwhelmingly positive feedback. DACC faculty in-service evaluations were also reviewed. The most requested topics for future trainings were Bloom's Taxonomy (30% of faculty requesting), retention best practices (30%), competency-based instruction (27%), and Blackboard training (24%). Classroom management (21%), open educational resources (21%), and curriculum design and alignment (18%) were also frequently selected as areas of interest. Bloom's Taxonomy has already been selected as the next area of focus, and the survey results support this topic.
3. A scavenger hunt is planned for January 2020 in-service in addition to the TEA. This activity will assign faculty one of four student crisis situations and have them navigate through services and offices to increase knowledge of Student Services offerings and understanding of common barriers students face. Brian Hensgen and Stacy Ehmen have been identified as consultants for this activity. Dave will work with both to develop four scenarios to be used in the activity and will invite Brian and Stacy to the October meeting to assist with planning.
4. Bloom's Taxonomy will be the next TEA topic offered in August 2020. The team has identified areas of focus for professional development offerings: assessment of student learning and assignment blueprinting. Ashley will update Ruth about these areas of focus and research to align with session planning. Marcie Wright recently attended a conference and

brought back a handout about Bloom's Taxonomy. The article was shared with team members for review.

5. Kathy shared current achievement gap data:

- Fall to Spring retention – gap between white and black students
- Fall to Fall retention – gap between white and black students
- 4-year graduation rates – gap between full-time and part-time students

Based on this data, the Teaching & Learning team will focus on professional development and training that support efforts to decrease these identified gaps. Bloom's Taxonomy, Black Minds Matter, and Blackboard training have already been identified to help address these gaps. The team will also research 8-week course formats and open educational resources during Spring 2020. Both topics have been discussed during 2018-2019 but need to be revisited after current session planning is complete.

6. Team members watched the Black Minds Matter video series over the summer and were asked to look for material that might be a good fit for instructional professional development offerings. Jen was not present and will present her findings on sessions 1 & 2 at the October meeting. Ruth was not present but did send notes from sessions 5 & 6. Kathy recommended Jen and Ruth both speak to the team about their sessions at the October meeting. Ashley shared information about sessions 3 & 4; Kathy shared information from sessions 7 & 8; and Cathy Jo shared from sessions 9 & 10. Based on the information shared, sessions 4, 7, & 10 have been recommended for further review for future training resources. Kathy created a summary for her sessions that included general information (talking points) and effective techniques gained from the session. This document will be shared with the team and those with session assignments will be asked to create a similar summary for the October meeting. This information will then be combined to one summary for the series and used for further discussion and consideration.

7. Kathy shared the Kudos form. The form is complete, and a link is available on the Employee Resources page on the DACC website. This form provides faculty and staff and opportunity to recognize faculty for excellence in the classroom. It will also help the team identify possible future consultants and presenters for TEA sessions. Kathy will announce the Kudos program during January 2020 in-service.

8. Team goals for FY 20 were discussed and the DACC strategic planning matrix was reviewed. The Teaching & Learning team has identified the following charges based on current areas of focus and discussion of institutional priorities:

- 1A4 – Develop strategies to improve enrollment and retention in academic programs.
- 2A1 – Increase the graduation rate for first-time, full-time Fall cohorts to 40%.
- 2B1 – Recruit and retain more students from underrepresented groups.
- 2B3 – Address the achievement gap for African American male students.
- 3E4 – Ensure that faculty and staff are trained occupational best practices.

Dave will share Teaching & Learning team goals and charges for 2019-2020 at the next cabinet meeting.

9. Meeting dates and times for Fall 2019 were discussed. Meetings will be held on the third Tuesday of each month at 2:00 p.m. The team will not meet in December 2019 or January 2020.

- October 15, 2019
- November 19, 2019

Becky will schedule a meeting room location.

10. Kathy shared an article about fostering professional development among faculty with the team for review.

11. Action items

- **All members:**
  - i. Review Bloom's Taxonomy handout & article shared by Kathy
  - ii. Create a summary for Black Minds Matter videos with general information (talking points) and effective techniques
- **Ashley:** Update Ruth about these areas of focus for Bloom's Taxonomy
- **Jen:** Present Black Minds Matter videos 1 & 2 notes at the October meeting
- **Ruth:**
  - i. Speak about Black Minds Matter videos 5 & 6 at the October meeting
  - ii. Review and update Bloom's Taxonomy research to align with area of focus
- **Dave:**
  - i. Work with Stacy and Brian to develop four scenarios for the scavenger hunt & invite them to the October 2019 meeting
  - ii. Share Teaching & Learning team goals & charges for 2019-2020 at the next cabinet meeting
- **Kathy:**
  - i. Ask Maggie about presenting a Blackboard basics & navigation session in January 2020
  - ii. Share the Black Minds Matter summary document with team members
- **Cathy Jo:** Ask Dr. Nicole Carter about presenting a Blackboard training session in January 2020 & which session she has the most experience with
- **Becky:** Schedule a meeting room location for Fall 2019 meetings

12. The next Teaching and Learning meeting is scheduled for Tuesday, October 15 at 2:00 p.m.

Agenda for the next meeting:

- ❖ Finalize Blackboard trainings & scavenger hunt activity
- ❖ Review research on Bloom's Taxonomy
- ❖ Choose Blackboard training consultants
- ❖ Additional Black Minds Matter reports – Jen & Ruth
- ❖ Action Items
- ❖ Agenda for next meeting