

Approved Minutes of CETL Advisory Committee Meeting

September 28, 2009 12:00 – 12:55 PM

McCaskill 110-E Conference Room

Members present:

Faculty members: Drs. Karl Bahm, Pamela Bustos, Hilary Fezzey, Brent Notbohm, Shaun Lynch

Academic Staff members: Heather Kahler, Kimberly Kelly

CETL Staff: Drs. Maria Cuzzo (Director), Suzanne Griffith (CETL Coordinator of First Year Seminars)

Recorder: Emily Levings, CETL University Services Associate

Members absent: Dr. Lisa Larson (Coordinator of Instructional Development); Travis Erickson, Student Representative

Maria welcomed members of the CETL Advisory Committee. She notified the committee members that the “Call” for applications for the **CETL Discipline Grants** (\$500 each) had been announced via email on September 23rd to UW-Superior faculty and instructional staff. The question of whether CETL Advisory Committee members could apply for this grant was discussed, as well as who would provide the review of applications. The following suggestions were agreed upon:

- CETL Advisory Committee members are not barred from applying for the grant.
- CETL Advisory Committee members who apply for the grant should recues themselves from the review meeting.

It was suggested that the review panel should have a member outside the CETL Advisory Committee. Maria will be talking to department chairs today to promote interest in the grant by faculty and staff.

Four faculty members from UW-Superior will be attending the AAC&U conference on “Integrative Learning: Addressing the Complexities” in Atlanta, Georgia, on October 22-24, including Provost Markwood, Shaun Lynch, Tara Kachgal and Bruce Kibler.

Maria had summarized the following **additions to the CETL Key Themes** in the meeting’s Agenda, and these were agreed upon by CETL Advisory Council members (and designated by underlining below):

1. CETL should foster dialogue on campus about teaching and learning issues;
2. CETL should foster inter-disciplinarity and “breaking down silos/building bridges” between disciplines and departments with the goal of promoting better teaching and learning;
3. CETL should support educators developing a habit of self-reflection about teaching and learning to enhance liberal education on campus.”

There were no changes to CETL’s Mission Statement or the three priority areas of programs/projects as outlined in the previous meeting.

Maria reopened the discussion about **CETL Assessment** from the last meeting. She noted that it will be featured in the Higher Learning Commission review that will take place in April 2010. The CETL Assessment report will provide demographics, impacts and significance of CETL training to the UW-Superior campus. Emily Levings is working on developing an Excel spreadsheet that will code the following demographics of UW-S faculty and staff who have participated in CETL activities: senior

or mid-level staff vs entry level; faculty vs academic staff; departmental/office affiliations. The assessment tool should also track changes in practices as a result of CETL activities. It was recommended that a blog site be developed and posted on the CETL website as soon as possible to acquire this information from faculty; Emily will check with Mike Twining or Peter Nordgren to investigate how this can be developed and managed.

Maria reviewed the following report provided by Lisa Larson:

- Three **Teaching with Technology** projects are running now in **First Year Seminars**:
 - Deb Augsburg's First Year Seminar students have started using the social networking software Ning.
 - Ann Miller's First Year Seminar students are beginning to use the Discussions tool in Learn@UW-Superior. I met with her last week to discuss her ideas for integrating the online discussions with the other components of her First Year Seminar.
 - Haji Dokhanchi has students using the campus wiki to prepare materials for a collaborative blog his class will develop at the end of the semester.
- For the **Information Literacy project**:
 - Students in George Wright's American Government course pilot tested the information literacy tutorial in the past few weeks and took a pre-survey. They will complete another survey near the end of the semester.
 - Hilary Fezzey's English 102 students will pilot test the tutorial at the end of October.
 - Kay Biga's First Year Seminar students also pilot tested the new tutorial this semester.
- Beyond the Teaching with Technology projects, Lisa has been working with Bruce Kibler to add web conferencing next semester to the simulation he is already conducting in his International Business course with students here and in Germany.
- Lisa also led a tutorial for students in Marshall Johnson's First Year Seminar on the concept mapping tool Cmap a few weeks ago.
- Lisa will be leading a tutorial on digital storytelling tools including Windows Movie Maker in one of George Wright's classes this week.
- Heather Kahler and Shin-Ping Tucker have begun their Lesson Study project for the semester.

The meeting was adjourned at 12:50 PM.

Respectfully submitted by Emily Levings, as approved by Maria Cuzzo.

Approval of revised minutes motioned by Suzanne Griffith, seconded by Hilary Fezzey and unanimously confirmed by CETL Advisory Committee on November 9, 2009.

Next meeting is scheduled for Monday October 12, at 12:00 noon until 12:50 pm in McCaskill 110E.