

Approved Minutes of CETL Advisory Committee Meeting

Date: November 22, 2010 12:00 – 12:50 PM

McCaskill 110-E Conference Room

PRESENT: Faculty members Drs. Karl Bahm, Bob Beam, Hilary Fezzey, Vicki Fingalson Madison
Academic Staff Members: Heather Kahler and Scott Smith
CETL Staff: Drs. Maria Cuzzo (Director), Lisa Larson (Coordinator of Instructional Development), and Suzanne Griffith (Coordinator of First Year Seminars)

Recorder: Emily Levings

Members absent: Dr. William Bajjali (excused) and Student Representative

The **Minutes of April 19, 2010** and **November 8, 2010** were reviewed and approved. Hilary Fezzey made a motion to approve the minutes of April 19, 2010, with Karl Bahm seconding. Suzanne Griffith made a motion to approve the minutes of November 8, 2010, with Vicki Madison seconding. No corrections were noted on either.

Maria Cuzzo provided copies of the 16 page **Detailed Assessment Report for CETL for 2010-2011** that will be posted at the WEAVEonline website.

The **Three Year Strategic Plan** for CETL, due for completion in January 2011, was then discussed. Maria Cuzzo targeted key issues that will impact development of the 3-year plan, and requested input and reflection by the entire CETL committee. These are interconnected and all will be impacted by budget, so priorities and impact of each need to be considered.

- **CETL Mission's Target Audience:** Change from faculty/instructional staff focus to “educator” focus. This change is under consideration due to 1) a perceived gap and marginalization of non-teaching educators/academic staff; 2) the recognition that CETL populations have historically been inclusive; and 3) assessment conversations suggest a holistic view for student learning that incorporates non-curricular activities.
- **First Year Seminar:** The First Year Seminar is moving forward as a mandatory requirement in 2012. Along with the growth of the FYS program are issues of integration and collaboration with First Year Experience, development of curricular and gen ed aspects of the FYS, and budget and staffing concerns.
- **Instructional Technologies:** The staffing and resources for instructional technology are limited, while technology applications and expectations by educators continue to expand.
- **Staffing Priorities:** The recent political shift will probably impact staffing and budget negatively. Although FYS expansion is possible, resources for SoTL and Peer Consultation programs are not likely.
- **HLC Accreditation:** The HLC focus visit report flagged **assessment equipping support** repeatedly as their key expectation from CETL. SoTL expansion and a Peer Consultation program were mentioned as positive developments.

Maria requested that the committee provide input at the final meeting of fall semester on December 6th. The report will be drafted over the winter recess and will be reviewed by the committee at the meeting scheduled during Opening Week of Spring 2011, from 9:30 a.m. until 11:00 a.m. on Thursday, January 20, 2011, in McCaskill 110-E. Final completion of the 3-year plan is required by January 28, 2011.

Meeting adjourned at 12:50 p.m.

Respectfully submitted by Emily Levings
Approved December 6, 2010

Happy New Year!