

Approved Minutes of CETL Advisory Committee Meeting

Date: April 25, 2011 12:00 – 12:50 PM

McCaskill 110-E Conference Room

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

Recorder: Emily Levings

Member excused: Vicki Fingalson Madison (and Student Representative absent)

The **Minutes of March 28, 2011**, were reviewed and approved. Heather Kahler made a motion to approve the minutes with minor corrections and omissions noted, and Brent Notbohm seconded the motion. Maria Cuzzo moved to approve them with corrections, and the members present unanimously approved the minutes as revised.

Suzanne Griffith provided an update on the **First Year Seminar Programs**.

- She distributed a revised chart of the Fall 2010 First Year Seminars Survey, providing findings of open-ended questions made to 196 of 215 total FYS students. She noted that next year freshmen who are NOT part of a First Year Seminar class will also complete the survey for comparison of responses. The findings were presented at an April 7 Brown Bag luncheon, and included in a panel presentation at the President's Summit conference in mid April. A handout of her PowerPoint presentation was distributed.
- At the President's Summit there was discussion that a First Year Seminar conference is being planned for next year at UW-Stevens Point.
- To date there is no "official" announcement on designation of the First Year Seminar Coordinator for the coming year.
- The Spring 2011 EXPO presented by four classes of First Year Seminar students is scheduled for Thursday, May 5th in the Yellowjacket Union.

Maria Cuzzo added that there were a lot of connections made at the President's Summit. She noted that UW- Milwaukee's FYS program has ended, while UW-Stevens Point is revising their Gen Eds to include First Year Seminars.

Maria requested that members of the committee take every opportunity to **advocate for OPID and LTDC** when related discussions arise. She reported that advocacy for OPID and LTDC continues at the state level, with discussions continuing until a decision is made in house by System regarding their value and continuation of programs. The following two documents which had been distributed to the Advisory Council were also delivered electronically to Jan Hanson and Faith Hensrud on April 2, 2011:

- *The Case for OPID*, prepared by Maria Cuzzo;
- *UW-System's Learning Technology Development Council Benefits to UW-Superior*, prepared by Lisa Larson.

Maria congratulated Hilary Fezzey, current **Wisconsin Teaching Fellow**, for her wonderful poster session presentation at the final meeting of the 2010-2011 WTFS program, which was held in conjunction with the President's Summit.

Lisa Larson attended the annual **Learning Technology Development Council (LTDC) meeting** held in Madison just prior to the President's Summit, which she also attended. At the LTDC meeting there was

discussion and a proposal to include the conferencing tool Elluminate and ePortfolio software as part of the standard D2L package for students across the UW-System (resulting in reduced rates). Provosts across the UW System have approved these for the common system, and many campuses have been pilot testing both software. These two programs will account for less than 5% of the entire technology budget for the UW System.

Lisa reported that the **Teaching with Technology (TwT)** Spring 2011 projects are wrapping up.

- George Wright's students in his Criminal Law class are creating movies using Adobe Premiere Elements.
- Kristen Lindquist's students her Children's Literature class are creating videos as book "trailers" using Adobe Premiere Elements.
- Judy Dwyer's class is engaged in web conferencing for group work using Elluminate through D2L.
- Student's in Ephraim Nikoi's Distance Learning communication's class are utilizing Facebook and other social networking media.

For next year (Fall 2011 and Spring 2012) the TwT program will allow instructors the option of one or two semesters, and will require a SoTL component, as highlighted in the last HLC assessment. Though not a campus requirement, discussion is forthcoming about providing an ePortfolio as an electronic option in D2L for instructors or departments to utilize.

Upcoming events were summarized, including the following.

- On **June 27-28 a CETL Assessment Forum** will be held with day one focusing on curriculum mapping and day two on criterion, timelines and outcomes for student learning.
- There is some interest in holding a campus conversation event prior to the end of the semester on the "**Student- /Learner-Centered University**," to discuss the philosophy and aligning practices. If this is pursued, a student panel is recommended for the event.
- A two day **Summer Teaching and Learning Intensive Workshop on Assessment** in mid-August is in the planning stages, to include facilitators from within the UW-System.
- The **Fall 2011 Enhancement Day** held during Opening Week in August will focus on **Equipping the Campus for HLC Self Study** in preparation for the Spring 2012 HLC visit.

Regarding the **2011-2012 Budget**, there is no confirmation of figures, and the campus has been told to "assume" for now the same figures used in FY11.

The **WEAVEonline Report of 2010-2011** detailing the outcomes for the current year is due in August 2011. Maria will prepare that report, as well as draft the quarter-time position descriptions proposed in earlier reports.

Meeting adjourned at 12:55 p.m.

Respectfully submitted by Emily Levings

Minutes approved May 11, 2011, following review and corrections noted by Suzanne Griffith and Lisa Larson. Scott Smith made a motion to approve the minutes with those corrections, and Karl Bahm seconded the motion. Maria Cuzzo moved to approve them as revised, and the members present unanimously approved the them.

This meeting of April 25th, 2011 replaced the meeting tentatively scheduled for April 11th. The next and final meeting is scheduled for Wednesday, May 11, 2011.