



Approved Minutes of CETL Advisory Committee Meeting

Date: September 27, 2010 12:00 – 12:50 PM
McCaskill 110-E Conference Room

Members present:

Faculty members: Drs. Karl Bahm, William Bajjali (for Brent Notbohm), Robert Beam, Hilary Fezzey, Vicki Fingalson Madison

Academic Staff member: Ms. Heather Kahler

CETL Staff: Drs. Lisa Larson (Coordinator of Instructional Development) and Suzanne Griffith (Coordinator of First Year Seminars)

Members absent: Dr. Maria Cuzzo (CETL Director), Mr. Scott Smith (Academic Staff), Ms. Emily Levings (CETL University Services Associate), and Student Representative

The meeting came to order about 12:10 p.m. Informal minutes were taken by Suzanne.

Lisa Larson and Suzanne Griffith welcomed the members to the meeting of the CETL Advisory. Members reintroduced themselves.

Suzanne discussed their role on the Advisory as being the eyes and ears for the Center as well as the spokes-people and promoters. CETL sponsors many activities and the Advisory members can assist in promoting these and recommending people to take part. Advisory members can also provide the group feedback about these activities so that CETL can improve its offerings. Case in-point is the present call for Faculty and Staff Teaching Fellows and Scholars for the Scholarship of Teaching and Learning positions for next year. Suzanne, Hilary, and Lisa explained this opportunity.

Suzanne laid out some background on the First Year Seminar Program and its fit with the First Year Experience, CETL, and the Five Liberal Arts Initiatives. She mentioned some of the present and past levels of involvement as well as future developments. CETL also has a role in reviewing proposals and there are soon to be proposals for FYS this spring. There was some discussion of how departments have to juggle assignments to become engaged but further discussion was postponed in order to provide time for Dr. Larson.

Lisa Larson discussed her role as part of CETL. She explained some of the confusion over her position responsibilities over the years and specifically the perceived overlaps (fuzziness) between what she does and what is part of Technology Services. She clarified what she is able to work on and why. Other CETL members who have been part of these various projects also touched on their projects and the benefits.

There was interest in more discussion and questions about both programs, however time ran out and the meeting adjourned at 12:55 p.m.

Submitted by Suzanne Griffith.

Minutes approved October 11, 2010: Bob Beam motioned approval of the minutes and Karl Bahm seconded the motion. No corrections were noted and the committee approved the minutes as submitted with 7 members approving and 1 abstaining.