



## Approved Minutes of CETL Advisory Committee Meeting

Date: January 17, 2012

1:00 – 2:30 PM

Swenson Hall 2074 – CETL Seminar Room

### PRESENT:

Faculty members: Drs. Karl Bahm, Virginia Donovan and Hilary Fezzey, and Mr. Brent Notbohm

Academic Staff Member: Heather Kahler and Mickey Fitch

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

Recorder: Emily Levings, CETL Program Associate

ABSENT: Dr. Vicki Madison and Student Representative (unnamed)

1. Maria Cuzzo opened the meeting with a request that committee members review the draft of the **Minutes of the Meeting of December 12, 2011**, as submitted by Emily Levings. Hilary Fezzey motioned for approval of the minutes and Mickey Fitch seconded the motion. No one asked to discuss the minutes, and the advisory committee voted unanimously to approve the minutes as submitted.
2. Next, the committee discussed the **WEAVEonline plan for 2012-13**, which is due for submission by Maria Cuzzo on February 15, 2012. The discussion began with a review of the updates made for the 2011-2012 plan to ascertain if they were still appropriate for the 2012-13 plan.

The CETL Mission change made to serve “educators” instead of faculty and instructional staff was reaffirmed by the committee. Maria noted that last year’s change in the mission is both a political and strategic issue. OPID leadership continues to maintain their focus on “faculty and academic staff,” with the concern that the broader “educator” focus would dilute resources for faculty development. Maria counters that the focus on “educators” serves to enhance inclusivity, to break down silos, and actually encourages excellence in teaching. After several members of the committee discussed the pros and cons of the decision, it was unanimously agreed that the “educator” language would remain in CETL’s mission.

Maria then led the committee through a review of the Goals within the WEAVEonline plan for 2012-13 in her initial draft for the submission. **Goal #1** (Foster dialogue on campus about teaching and learning issues) and **Goal #2** (Foster inter-disciplinarity and “break down silos/build bridges”) have been ongoing goals of CETL since its inception. **Goal #3** (Enhance learning and instructional technology understanding and visibility on campus) will be affected by the University’s Technology Plan which will be available to the campus in March/April 2012. The plan includes a collaborative venture across several campus units that will support both administrative and instructional technology needs. **Goal 4** (Support educators developing self-reflective practice about teaching and learning) was marked as an item requiring future discussion. **Goal 5** (Provide opportunities for educators to learn about the institution, its mission and its teaching and learning practices) and **Goal 6** (Support and grow a quality First Year Seminar (FYS) program) are both on target.

3. CETL’s recommitment to a **Brown Bag Discussion Series** was the next issue discussed. The “Teaching, Talk and Tea” series that was offered during the Fall 2011 semester was not successful: although the series offered 10 sessions on Tuesday and Thursday afternoons only about 5 were attended; of the two dozen faculty and staff who were involved, about half were presenters. Maria

requested input from the advisory committee as to whether to continue or change the series for the Spring 2012 semester. First the clarification was made on the difference in focus between the Thursday noon series (with a scholarship focus) and the CETL series (with a teaching and learning focus). It was noted that the intent of the discussion series is to foster dialogue (CETL **Goal #1:** Foster dialogue on campus about teaching and learning issues). A suggestion was made to partner with other campus committees, such as Global Studies, First Year Seminars, or Women's Studies. Another suggestion was to design the series around the topic of the Opening Week's Enhancement Day; this suggestion was well received by the committee and it was decided that the Enhancement Day evaluation forms will be updated to include the question "*Would you be interested in attending a follow-up session on this topic, this semester? If so, would you prefer an early morning session or a late afternoon session?*"

4. Since the latest budget "lapse" figures definitely limits any new hires within CETL, the **Peer Consultation** project will remain on hold for the coming year. Maria recently reviewed the initial information gathered by the subcommittee of Suzanne Griffith, Heather Kahler and Hilary Fezzey, and commended them for the valuable information provided by them.
5. With regard to the **measures and achievement process**, Maria reported that she has been working with LeAnn Brown and the data collected over the past 2-3 years. She reported that CETL has made over 2000 points of contact with staff over the past 3 years, with the Enhancement Day activities being the primary source of engagement. She provided a demographic overview of attendance in various CETL activities. The data will continue to be collected, and the current needs are to create an impact study, and a 5-point questionnaire, as part of CETL Goal #4: To support educators developing self-reflective practice about teaching and learning.
6. Maria noted that the **advisory committee meetings** for the coming semester are scheduled for every other Monday at 12:00 noon until 12:50 p.m. in Swenson 2074 on the following dates: January 30, February 13 and 27, March 12 and 26, April 9 and 23, and May 7, 2012.
7. A brief overview of the upcoming Enhancement Day was presented by Maria (see attached Enhancement Day Schedule) with the focus on "Being a Student-Centered Campus."
8. Suzanne Griffith provided an update on First Year Seminar activities:
  - Three First Year Seminars are currently being offered for the Spring 2012 semester:
    - Haji Dokhanchi's IDS 101, section 001 (class 3023): *Genocide in the Modern Era*. This class has almost reached the maximum enrollment (15).
    - Xingbo Li's IDS 103, section 101 (class 3076): *Experience Chinese Culture – Beyond the Martial Arts and Food*. This class has a low enrollment currently.
    - Dan Rau's class renumbered as IDS 107 Lecture Section 910 & Lab Section 905 (Class 3191 & 3192): *Astronomy for Presidents – Designing the Course*. This class will be offered through Continuing Education.
    - Wendy Kropid and George Wright cancelled their FYS classes for spring due to low enrollments.
  - A prefix (to be determined) different from "IDS" will be used for future First Year Seminar classes.
  - A meeting of FYS instructors from Fall 2011 will be held this coming Friday, January 20, to include results of the evaluation surveys taken by students in their classes.

- A system-wide First Year Seminar symposium will be held March 1 and 2 in Stevens Point. Suzanne Griffith and Bill Hastings (of UW-Stevens Point) are organizing the event.
9. Lisa Larson reported on CETL's technology issues:
- Most of the year long Teaching with Technology (TwT) projects are moving into the data analysis mode;
  - The project being conducted by Heather Kahler and Marilyn Toscano will be implemented in Marilyn's Math 102 classes during this Spring semester.
  - Mary Schoeler purchased and installed Adobe Premier Elements (software for digital storytelling) on the 30 computers in Swenson 2020 classroom. The software will be available for students to access in the classroom (during classes, and when the room is not in use by a class).
  - The following five UW-Superior faculty and staff will be presenting at the LTDC Northwest Regional Showcase on Friday, February 24<sup>th</sup> at UW-Eau Claire: Mary Churchill, Mickey Fitch, Lynn Goerd, Ephraim Nikoi and Jamie White-Farnham.

The meeting adjourned at 2:20 p.m.

Minutes recorded and submitted by Emily Levings.

At the January 30, 2012 meeting, Karl Bahm motioned for approval of the minutes of January 17, 2012, and Hilary Fezzey seconded the motion. With no changes to the report as submitted, the advisory committee voted unanimously to approve the minutes.