



Minutes of CETL Advisory Committee Meeting

Date: October 17, 2011 12:00 – 12:50 PM

Swenson Hall 2074 – CETL Seminar Room

PRESENT:

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

Academic Staff Members: Mickey Fitch and Heather Kahler

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

Recorder: Emily Levings, CETL Program Associate

ABSENT: Dr. Lisa Larson (excused), and Student Representative (unnamed)

Maria Cuzzo called the meeting to order at noon and welcomed members.

The first order of business was an invitation to attend the **Wisconsin Teaching Fellows and Scholars (WTFS) reception and poster session**, scheduled for the 4:00 – 5:00 p.m. in the first floor lobby of Swenson Hall (October 17). The reception will feature presentations by the 2010-11 WT Scholar, Dr. Gary Keveles, and WT Fellow, Dr. Hillary Fezzey. The current WTFS awardees Dr. Shin-Ping Tucker (scholar) and Dr. Shevaun Stocker (fellow) will also be honored. The WTFS selection process for next year's 2012-13 nominations is currently underway, with completion scheduled for early November.

Next, committee members were requested to review the draft of the **Minutes of the Meeting of September 19, 2011**, as submitted by Emily Levings. Heather Kahler motioned for approval of the minutes and Karl Bahm seconded the motion. The advisory committee voted unanimously to approve the minutes as submitted.

Committee members were then requested to review the draft of the **Minutes of the Meeting of October 3, 2011**, as submitted by Suzanne Griffith. Once again, Heather Kahler motioned for approval of the minutes, Karl Bahm seconded the motion, and the advisory committee voted unanimously to approve the minutes as submitted.

Enhancement Day in January 2012 was the next item of discussion. Maria reported that the topic will be "The Student Centered Campus" and is tentatively scheduled for Wednesday, January 18th, of spring semester's Welcome Week. The "Student Centered" theme has been discussed by the Provost Leadership Team. Also, a brainstorming session to propose session ideas and formats was held on October 10th from 3:00-4:30 and attended by 16 representatives from around campus. The following format for the featured presentation was suggested: several student vignettes will be presented to highlight issues, followed by a panel "debate" between a person representing the Provost (admin/academic) concept of student centeredness and another person representing the campus life (c-curricular) concept. Another suggestion was to provide a panel that could present "student centered practices."

A call for breakout session proposals will be issued soon, with final selections of 12 to 16 sessions made by December 1st. Most of the sessions will focus primarily on teaching and learning issues as they relate to a student centered campus, though some may also focus on issues such as administration, financial aid, and advisement. It was mentioned that the article *Best Practices in Student Centeredness*, by Farnham & Farnham, provides ideas that could be incorporated into the presentations.

The **SoTL group** of sixteen faculty and staff has met and will continue to meet on a monthly basis. It is in the design phase, and is considering a reading club for Fall 2012 featuring the book *The Scholarship*

of Teaching and Learning Reconsidered. They would also like to invite Nancy Chick to facilitate a session on SoTL.

Maria reported that the **CETL Teaching, Talk and Tea** discussion series has been scheduled for one-hour sessions, from 4:00 to 5:00 p.m. weekly on Tuesday and Wednesday afternoons, starting the last week in October. Eight sessions have been identified. They will be held in the CETL Seminar Room (Swenson 2074) with coffee, tea and sometimes other treats provided for attendees.

Committee members were then provided with copies of summaries of **evaluations** submitted to CETL by people who have attended the following CETL activities and events. They were asked to provide comments after reviewing the summaries.

- **June 27 & 28, 2011, Assessment Forum: Doing Assessment of Student Learning** (attended by 40 faculty and academic instructional staff) : Advisory committee members commented that the responses seemed to be upbeat, and they appreciated the thoroughness of the responses.
- **August 15 Teaching & Learning Intensive Workshop on Classroom Assessment Techniques** (28 attendees). Advisory committee members noted that the responses demonstrated the wide spectrum of understanding among the attendees of the workshop.
- **August 16 Teaching & Learning Intensive Workshop on Scholarship of Teaching & Learning and how it relates to Assessment** (26 attendees)
- **August 30-31 Faculty & Staff Enhancement Day** (with keynote speaker Cia Verschelden and focus on accreditation). There was substantial attendance at the keynote address (held on the morning of the 31st), 110 participants, which was better than expected. However, the breakout sessions (two held on the afternoon of August 30th, and 1 held following the keynote address on the 31st) were not well attended, with only 35 participants (along with the 9 campus facilitators). Committee members made the following comments about the low attendance at the breakout sessions: Some people did not feel “related” to the focus/theme of accreditation. The split “day” didn’t encourage participation and shows that the structure of the event does matter.

Committee members provided suggestions on how professional enhancement on campus, in general, could be encouraged:

- Chairs and supervisors need to provide more encouragement for staff to attend,
- CETL needs to provide more emphasis to the “inclusive” aspect when sending out invitations to these events,
- Invitation focus needs to be on the middle group, those between the “Allies” who come to all events, and the “Detached” who do not feel the events are relevant or worth their time to attend,
- For each session, explicitly state the intended audience (classification(s) of “educators”) and the expected outcomes,
- Create tape or live-stream pod casts for people who cannot attend the sessions in person, but who may be interested in the subject matter and discussion.

Maria noted that the CETL is planning to focus on “**The Year in Technology**” for 2012-13 and requested suggestions on how we can move the needle in use of technology on this campus.

Suzanne Griffith distributed a summary of **First Year Seminar** offerings showing involvement by departments from 2003 through 2012, noting that her scheduling goal for 2012-13 is 23 FYS classes for fall 2012 and 6 FYS classes for spring 2013.

Meeting adjourned.

Emily Levings recorded and submitted these minutes. At the November 28 meeting, Hilary Fezzey motioned for approval of the minutes and Mickey Fitch seconded the motion. The advisory committee voted unanimously to approve the minutes as submitted.