



Minutes of CETL Advisory Committee Meeting

Date: December 7, 2009 12:00 – 12:55 PM
McCaskill 110-E Conference Room

Members present:

Faculty members: Drs. Karl Bahm, Pamela Bustos, Hilary Fezzey, Brent Notbohm, Shaun Lynch

Academic Staff members: Heather Kahler

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

Recorder: Emily Levings, CETL University Services Associate

Members absent: Kimberly Kelly, Academic Staff; Mr. Travis Erickson, Student Representative

An update on the **First Year Seminar proposals for fall 2010** was presented by Suzanne Griffith to open the meeting. A total of 17 proposals were received, including 3 pending proposals and 5 new seminars, covering more departments than in prior years. The First Year Experience advisory committee will review the proposals, and then they will be reviewed by the First Year Seminar advisory committee, and finally by the Provost before they will be submitted for approval by the Academic Affairs Council.

Maria opened a discussion of the **collaborative Lesson Study project**. The project involves several faculty who are supported by each other and Lisa Larson in collaborating on innovative teaching methods as well as observation and reflection. An OPID grant supported the first three Lesson Study projects at UW-Superior in Fall 2008; as of fall 2009, CETL provides a \$500 stipend/expense fund for faculty involved in Lesson Study projects coordinated through CETL.

Maria Cuzzo requested that Heather Kahler report on the Lesson Study project that she and Shin Ping Tucker are wrapping up for the fall semester. Heather said her experience with the project was very good. Her project with Shin Ping included “wiki” technology, and the topic “search engines” as well as PowerPoint. Though the collaborating instructors use the same content, topics and technology, the project can vary its perspective for different career paths and content areas. It is a methodology as well as a training and advisement process. More information about the Lesson Study project can be found online at the UW-LaCross <http://www.uwlax.edu/sotl/lsp/>

Maria indicated that utilizing the Lesson Study methods is encouraged by OPID. Maria suggested a call for proposals and funding via a CETL stipend, available for trainer/facilitators as well as instructors new to the process. Shaun Lynch, Jennifer Christensen and Monica Roth Day have completed two collaborations of Lesson Study. Lisa suggested that technology NOT be a requirement for the Lesson Study project. A strategy needs to be developed to determine if one-on-one assistance will be available by CETL (Lisa) or if the process will grow in size and capacity utilizing other trainers.

Lisa Larson distributed the **Spring 2010 Teaching with Technology Program application** invitation (attached). The deadline for submission of proposals will be December 22, 2009.

Maria provided an update on the planning for the **January 13th Enhancement Day** during opening week of the Spring 2010 semester. Although Elman Clayton Patterson of AAC and U had been considered as a presenter on “Inclusive Excellence,” it was decided that she will provide a summer

training session instead. The spring Enhancement Day will highlight the “**Equity Scorecard**” issue with an opening presentation and morning intensive workshop featuring Vicki Washington, director of the UW-System office on Equity, Diversity and Inclusion, and Dr. Elsa Macias, director of professional development at the Center for Urban Education (CUE) at the University of Southern California, who also oversees the equity model in Wisconsin.

The deadline for submissions to CETL for the three breakout sessions for Enhancement Day is today, December 7. A draft of the schedule for Enhancement Day will be distributed via the Staff Digest in approximately one week.

Approval of Minutes of the November 23, 2009 CETL Advisory Committee was motioned by Heather Kahler, seconded by Suzanne Griffith and unanimously confirmed by committee members.

There was a followup to the issue of **Continuity of Learning** that was discussed at the CETL meeting of November 23rd. It was noted that UW-Superior does not have the infrastructure for podcasting (video taping) lectures on a large scale, which increases the potential for adoption of multiple methods. Also, there are only 3 people on the Continuous Improvement and Planning Team (CIPT), which makes CETL’s input statement on this issue important. It was noted that similar plans following the natural disasters in Louisiana and Fargo might be reviewed, as well as the options available through D2L and the internet. Lisa Larson will coordinate CETL’s development of Continuity of Learning recommendations.

With regard to the **Peer Consultation Design Process** Maria requested that Hilary Fezzey, Heather Kahler, and Suzanne Griffith, who volunteered to develop recommendations in Spring 2010, set up an initial meeting date. She noted that the rules of the department of Human Behavior, Justice and Diversity (HBJD) recommend peer review of teaching. She suggested that the rules of other department be reviewed to determine how or whether the issue is addressed. CETL’s suggested guideline for the process should be a peer consultation model rather than a peer review/evaluation model.

Referencing the **CETL budget**, Maria reported that Provost continues to assure her that funding will be provided for all activities. She provided the following listing of conferences tentatively scheduled for Spring 2010:

- January 21 - “Problem Based Learning” workshop at UW-Green Bay (attendance for 2)
- February 19-20 - “Assessment for the Changing Learning Environment” by the Collaboration for the Advancement of College Teaching and Learning (registration by Jan. 15, cap at 10)
- February ?? - Inclusive Excellence in Teaching and Learning by OPID – date to be determined
- March 25-27 - “Faculty Roles in High Impact Practices” national conference in Philadelphia by AAC & U (registration by Feb. 15, cap at 4 from different disciplines/departments)
- April 9-13 - “Higher Learning Commission” annual meeting (registration by Mar. 1)
- April 29-May1 - “President’s Summit on Teaching and Learning” sponsored by UW System’s OPID (registration by March 25)

The conference opportunities will be announced via the Staff Digest by mid December.

Minutes respectfully submitted by Emily Levings

Jan. 11, 2010, Suzanne Griffith motioned approval as amended. Shaun Lynch seconded the motion, and the committee unanimously approved them as amended.

The next CETL Advisory Committee Meeting will be held during opening week of the Spring 2010 semester (January 11-15, 2010); time and place will be determined once the Opening Week Schedule is available from the Provost’s Office.