Approved Minutes of CETL Advisory Committee Meeting  
Date: September 24, 2012         12:00 – 12:50 PM  
Swenson Hall 2074 – CETL Seminar Room

PRESENT:
Committee Faculty members: Virginia Donovan, Gary Johnson, Vicki Madison and Brent Notbohm  
Committee Academic Staff members: Chris Cherry  
CETL Staff: Maria Cuzzo (Director) and Suzanne Griffith (Coordinator of First Year Seminars)  
Ad Hoc members: Joe Kmiech (Director, Technology Support); Carolyn Caffrey Gardner (LTDC Representative);  
David Orts (CETL LTE Audio-Visual Specialist )

Recorder: Emily Levings  
Members absent or excused: Karl Bahm (Faculty member); Mickey Fitch (Academic Staff member); 
Hilary Fezzey (OPID Faculty Representative); and Student Representative (not designated)

1. The meeting was opened with introduction to participants of David Orts, recently hired (LTE) to provide audio-visual assistance to faculty and staff interested in the CETL Digital Story program.

2. Carolyn Caffrey provided an update on the work she provides as UW-Superior’s representative to the Learning Technology Development Council (LTDC), including an update on the upcoming LTDC Northwest Regional Technology Showcase. Each UW university/college has a faculty rep in the council for input and feedback on technology issues such as D2L pilot projects, e-portfolios, grants, and regional showcases; Joe Kmiech is the administrative representative for LTDC. It has been determined that the regional showcase will be held at the UW-Stout campus on a Friday in late February 2013; at the next CETL meeting, Carolyn will be able to share a firm date and information on the call for proposals.

3. As UW-Superior’s Teaching & Learning representative to the Office of Professional and Instructional Development (OPID), Maria Cuzzo provided a report on the Fall OPID meeting she attended in Green Bay on October 27-28. Reports on Faculty College, the Wisconsin Teaching Fellows and Scholars programs, and SoTL work were shared at the council meeting. There was discussion about the value of promoting Scholarship of Teaching and Learning (SoTL) as related to promotion and tenure issues, as opposed to discipline based scholarship only. The OPID council was divided in their opinions of either 1) continuing with the SoTL emphasis that has been made over the past 10 years, or 2) reorganizing efforts in other areas. The OPID Director will make the final decision on this issue. Other issues discussed at the meeting included financial support of OPID and LTDC threatened by the system level budget consolidation, and OPID’s mission identity. OPID also reported on their annual Faculty College (excellent reviews), the pending theming on stereotype bias (and invitation to join a System wide book club effort), the Center Director and Developers Initiative (which Cuzzo coordinates at the System level), the WTFS program (and our excellent representatives this year: Monica Roth Day and Lois Guderian) and other exciting OPID work. One great piece of news was that the system-wide OPID Spring Conference and WTFS poster session in Madison will be held this coming spring (April 18-19).

4. Suzanne Griffith reported that proposals for the First Year Seminar program for Fall 2013 and Spring 2014 are due next week (first week in October). The early application date is required to get through the approval process of 1) the First Year Seminar Coordinator, 2) The First Year Experience Advisory Committee, 3) the General Education Committee, and 4) Academic Affairs. The call for FYS proposals for 2014-2015 will be made in March 2013. During this academic year, Suzanne is
planning to streamline the approval process with the General Education Committee, and implement a method for tracking registrations of foreign students in appropriate FYS classes. In closing, Suzanne described the FYS EXPO experience, which is scheduled for December 6, 2012, for fall semester.

5. After a brief review of the draft minutes of September 17, 2012, Gary Johnson motioned for approval of the minutes as submitted, and Suzanne Griffith seconded the motion. With no changes to the report as submitted, the advisory committee voted unanimously to approve the minutes.

6. The committee focused next on Learning Technologies. Joe Kmiech provided a brief summary of the “Educause” survey results … that students want to have increased access to on-line mainstream technologies specific to their classwork (such as D2L), and also want it to remain separate from their personal social media, (such as Facebook, twitter). He also provided the website address http://flippedclassroom.org/ for members who would be interested in learning more about “flipped classrooms,” as discussed at the previous meeting.

Maria continued the conversation from the September 17th CETL meeting about the 1.0 FTE replacement for the position held formerly by Lisa Larson. At this time Maria has not received any information from administration, though her request for the position was made during the summer. The focus of today’s discussion was about offering alternative supports for technology assistance through consultations with experts, stipends, etc. There are several groups on campus that were formed to provide overview and collaboration of the campus’ technology issues, including the IITS (Information and Instructional Services) Council (Technology Services, Distance Learning Center, CETL, Library, and ResNet) and the IITS Teaching & Learning Team. Recent personnel departures have challenged the progress of these groups. Another challenge identified was the limited capacity of personnel to handle technical infrastructure issues as well as technology training and teaching. A further consideration is to determine how much time and effort should be focused on emerging “cutting edge” technology rather than mainstream technologies. This conversation on learning technologies at UW-Superior will continue with the data sharing on recent surveys of educators.

7. Regarding the CETL budget allocations for 2012-2013, the committee was informed that the allocation to the First Year Seminar program had been increased to $9000 (from $7000).

8. As the meeting adjourned, Carolyn Caffrey alerted the group to her upcoming “e-Books Workshop,” to be held on Friday, October 12, at noon in the library.

Respectfully submitted by Emily Levings, CETL University Services Associate

At the October 15, 2012, meeting, Mickey Fitch motioned for approval of the minutes of September 24, 2012, and Vicky Madison seconded the motion. With no changes to the report as submitted, the advisory committee voted unanimously to approve the minutes.