



Minnesota
STATE COLLEGES
& UNIVERSITIES

Center for Teaching & Learning
Steering Committee
January 24, 2007
9:00 a.m. – 1:00 p.m.
Room 3304 (West side of atrium), Office of the Chancellor
30 7th Street East, St. Paul

AGENDA

Attending: Deena Allen, Cheryl Avenel-Navara, Jim Berg (ITV), Nancy Black, Josephine Books, Deb Buerkley, Frankie Condon, Julia Curtiss, Elizabeth Dunn (ITV; for Kathryn Kelley), Al Essa, Zala Fashant, Kathi Hiyane-Brown, Louise Hoxworth, Debra Japp, Tim Kroeger, Karen LaPlant (ITV), Larry Litecky, Raymond Lou, Lynda Milne, Sharon Oliver, Stewart Ross, Yvonne Shafer, Martin Springborg, Cathy Summa, Stacy Wells, Thomas Wortman

Absent with Notice: Kathryn Kelley, Larry Oveson, Mary Rothchild,

<i>Time</i>	<i>Topics</i>	<i>Facilitator / Handout</i>
9:00 – 9:10	1. Minutes from Previous Meeting 2. Review of Agenda	1. 11/16/06 and Amended 9/15/06 Minutes 2. 1/24/07 Agenda
9:10 – 9:40	3. Member Business - Welcome new CTL Staff Julia Curtiss, Yvonne Shafer, Martin Springborg - May 07 member terms expiring - Committee processes and member roles and responsibilities	3. a. Member Roster b. Bylaws
9:40 – 11:00	4. Initiatives & Activities Update/Assessment a) College Faculty Awards for Excellence (CFAE) b) IPESL c) BOT Award for Excellence in Teaching d) Core Outcomes Study	<i>Deb Buerkley, Julia Curtiss, Stacy Wells, Thomas Wortman, Lynda Milne</i> 4a) Reporting updates – status report 4a1 CFAE Project List (online reporting) 4b) Updated project list 4c1. Review committee charge 4c2. Timeline 4c3. Roster 4d) Revised announcement , questionnaire , FAQ , Web site

AGENDA (Continued)

	e) Designed for Learning (NCAT) and Instructional Development Grants	4e1 Post Card 4e2 Grants 4e3 Grants
	f) CTL subscription web seminars (February 16 Online Assessment)	
1:00 – 12:00	5. CTL Operations & Programs Report	<i>Lynda, Zala Fashant, Martin Springborg</i>
	a) CTL Staffing	a) FacDev Coordinator, universities
	b) RSP/ITeach 2007	b) Program (online)
	c) Discipline Workshops, Spring	c) Final list
	d) Leaders Spring Workshop	d) Draft Agenda
	e) CTL Work Plan FY08 (caucuses review and comment)	e) 2007-2010 Work Plan (May 2006)
	f) Inviting campuses to post their events on the CTL web site	
12:00 – 1:00	6. Lunch and Discussion	<i>All</i>
	a) CTL Programs for university (including doctoral programs) and college faculty	

Future Meetings

Meetings are regularly scheduled to be held at the Office of the Chancellor, Room 3304, 3rd Floor, west side of Atrium. The street address is 30 East Seventh Street, St. Paul, MN 55101

Faculty travel expenses associated with attending committee meetings will be reimbursed. Submit to Lynne Goldetsky in CTL a travel reimbursement form (available from your college or university, the State of Minnesota Employee Self-Service Web site, or CTL) detailing expenses and including your Employee ID or Social Security number.

Enter from 3rd floor skyway or take escalator from Ground Floor level. **Parking vouchers will be provided only for World Trade Center ramp** (directly across from Wells Fargo Place, on north side of Seventh Street).

Wednesday, January 24, 2007, Room 3304 or via ITV (1 week notice, please)

Friday, March 30, 2007, Room 3304 or via ITV (1 week notice, please)

Thursday, May 3, 2007, Room 3304 or via ITV (1 week notice, please)

Wednesday, June 6, 2007, Location to be determined (4:00 to 7:00 PM)