



**Minnesota**  
STATE COLLEGES  
& UNIVERSITIES

**Center for Teaching & Learning**  
**Steering Committee**  
**September 14, 2005**  
**9:00 – 1:00 p.m.**  
**Board Room B, Office of the Chancellor**  
**30 7<sup>th</sup> Street East, St. Paul**

## AGENDA

**Attending:** Deena Allen, Cheryl Avenel-Navara, Michael Berndt, Nancy Black, Richard Brown, Mike Connelly, Zala Fashant, Janet Henquinet, Sue Howard, Louise Hoxworth, Debra Japp, Dick Johnson, James Kaplan, Mary Kne, Larry Litecky, Raymond Lou, Lynda Milne, Sharon Oliver, Larry Oveson, Mary Rothchild, Martin Springborg, Keith Stover, Karen Thoms, Stewart Ross

**Guests Invited:** Phyllis Ballata, Kris Bigalk, Josephine Books, Kevin Dockter, Randall McClure

**Absent with Notice:** Carol Steimer Bailey

<i>Time</i>	<i>Topics</i>	<i>Facilitator / Handout</i>
9:00 – 9:10	1. Minutes from Previous Meeting 2. Review of Agenda	3. 06/16/05 <a href="#">Minutes</a> 4. 09/14/05 Agenda
9:10 – 9:15	5. Member Business a) Fall 2005 IFO, MSCF appointments b) CTL staff changes: Brown, Verhoye c) New Office of the Chancellor representation: Johnson, Hoxworth	<i>Lynda, All</i> a) Letters to <a href="#">IFO</a> and <a href="#">MSCF</a> presidents
9:15 – 11:00	6. Initiatives & Activities Update a) Designed for Learning (NCAT) Pilot b) Prospective Ford Foundation grant c) Faculty development surveys d) Award for Excellence in Teaching	<i>All</i> a) Call for Participation (pre-release); L. Oveson letter, 8/29, to MSCF faculty b) c) Participation update d) Design Task Force Final Recommendations 9/1
11:00 – 12:00	7. CTL Operations & Programs Report	<i>Richard Brown, Sue Howard, Martin Springborg, Zala Fashant</i>

AGENDA (Continued)

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|-----------------------------|--|
| a) Bush Learning That Lasts | a) <a href="#">Final report outline</a>                |
| b) Events Fall 2005         | b) <a href="#">ITeach poster, Fall Events Calendar</a> |
| c) Leaders Workshop         |  |
| d) CTL Biennial Report      | d) <a href="#">Example letter</a>                      |
|                             | e) <a href="#">Report outline</a>                      |

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**12:00 – 1:00 8. Lunch and Discussion**

*All*

- a) CTL and Transfer
  - b) Ideas for better support of campus professional development, faculty
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### Future Meetings

All meetings are scheduled to be held at the Office of the Chancellor, Board Room B, 4<sup>th</sup> Floor. The street address is 30 East Seventh Street, St. Paul, MN 55101.

Wednesday, September 14, 2005, 9:00-1:00, Board Room B or via ITV (1 week notice, please)  
Thursday, November 17, 2005, 9:00-1:00, Board Room B or via ITV (1 week notice, please)  
Thursday, January 26, 2006, 9:00-1:00, Board Room B or via ITV (1 week notice, please)  
Friday, March 17, 2006, 9:00-1:00, Board Room B or via ITV (1 week notice, please)  
Thursday, May 4, 2006, 9:00-1:00, Board Room B or via ITV (1 week notice, please)  
Wednesday, July 12, 2006, 9:00-1:00, Board Room B or via ITV (1 week notice, please)