

**MnSCU Center for Teaching and Learning
Steering Committee Meeting
January 26, 2005**

Minutes

PRESENT: Deena Allen, Cheryl Avenal-Navara, Michael Berndt, Nancy Black, Mike Connelly, Zala Fashant, Rex Gaskill, Janet Henquinet, Sue Howard, James Kaplan, Russell Lee, Larry Litecky, Raymond Lou (ITV), Chuck Lyons, Stewart Ross, Mary Rothchild, Beth Sandell, Martin Springborg, Carol Steimer Bailey, Keith Stover, Karen Thoms

ABSENT WITH NOTICE: Debra Japp, Lynda Milne, John O'Brien, Sharon Oliver, Larry Oveson

MINUTES: Mary Kne/Karen Thoms (? denotes action item)

Minutes and Review of Agenda

Karen Thoms chaired the meeting in place of Lynda Milne.
Minutes approved. Agenda was accepted.

Member Business

Bylaws revision approval:

With regard to appointment term limits:

- Lyons: The bylaws now state that a member must attend 4-6 meetings (summer meetings not counting), but should it be 3 out of 5 instead of 4 out of 6?
- Gaskill: Should the appointment "be limited to 3 years" term limits? Sounds like we are limited to 3 years.
- Kaplan: Agrees that the unions appoint people and this infringes on discretion of the union to appt people. Good to leave wiggle room
- Lyons: Agrees it is the union's responsibility
- Lee: It should be renewable **3-year** terms.

With regard to Office of the Chancellor staff voting rights:

- Lyons: What does ex-officio mean. Historically, Chancellor's Office staff didn't vote, now they do. Worried about budget votes if the Chancellors Office can vote.
- Lee: Explained committee member's responsibility and awkwardness of OC staff voting.
- Lyons: Would be uncomfortable with OC staff voting.
- Kaplan: John O'Brien brought this issue up a couple times. Should be faculty driven committee, and OC not voting.
- Thoms: Back to 3-6 year terms...should be 3 of 5 meetings
- Lyons: doesn't move you, just gives unions notice.
- Allen: OC non-voting is fine

Lyons: move to amend bylaws to 3 out of 5 meetings

Nonvoting changed to ex officio
renewable for **3-year** terms

Lee seconds

No discussion
All in favor
No opposed
No abstentions

Voting on Amended version of by-laws
All in favor
No opposed
No abstentions

Faculty Chair Election (Thoms 9/12/03):

Jim Kaplan nominated Mike Connelly as the new Faculty Chair. Cheryl Avenal-Navara seconded. All in favor.

Action Item Update

IFO Appointments to Committee:

? Nancy Black will check with Cindy Webber about Stewart's reappointment and why it is so early. It will be addressed at next meeting

Letter to Leadership Council/CTL:

- Allen: no response prepared so far
- CTL discussion of many meetings about course redesign initiatives
- Group discussion about CTL and how we are on radar screen now
- Kaplan asked about Twigg/Pew and grant looking
- Beth said looking for more grant options.
- Black: expressed her concern about course redesign without faculty involvement. McDonaldization of the curriculum.
- Kaplan: where were we for 200,000 grants from pew.
- Lou: He has followed the Twigg initiative for some time. Pew grants were allotted to individual campuses, not system level. Geared to high volume courses. He's interested in faculty and campus based initiatives. Re: consulting fee – all pilot programs info available on line. We should take a cautious approach, CTL should lead the way and help decide appropriate pilots. Emphasize student learning and engagement vs. cost savings. That will come after productivity upped.
- Lee: Agrees with Lou. Two concerns with article: cost savings method of calculation occurred after development, development costs not included. Development is continuous. Primary cost savings in reduction of faculty. Be care about promoting a program which reduces our jobs.
- Allen: No faculty members lost jobs they taught other things. Agrees with Lou...focus on improving student learning. Long time to see any cost savings that are significant.
- Litecky: could make a proposal with what we have...don't ground ourselves in Twigg literature, but use our elements already in place. Agrees to remain silent about cost saving.

- Avenel-Navaro: two year college don't have upper division courses or grad students to be part of the initiative.
- Allen: don't worry about it, eliminating faculty won't happen
- Black: We are having a premature discussion. What we need to have is a presentation on what she did say. Applies differently to different types of institutions. A "system" doesn't receive the funding. Will send steering committee "101 Redefined" article.
- Allen: Training sessions coming up by Twigg org that we should send someone from IFO and MSCF to get more info about what it entails.
- Berndt: re campuses keeping an index ... they've been trying to find out effective online learning is.
- Litecky: should be classifications of classes of the 3 types (online, blended, less seat time)

How to proceed with this: we could pick a couple aspects to pilot to see how it works.

- Kaplan: how would students get a letter of reference? If they can't get a letter of ref from an authoritative person (faculty) then it's not good. Keep in mind the intangibles.
- Lou: seconds Kaplan's comments. Read Ken Bains' **What the Best Teachers Do**. Superb book. It is motivation, inspiration, changing lives, that's what's missing from Twigg model. Limits contact with faculty. CTL should take lead in establishing calls for proposals from campus and how they would do this. Wide range of effectiveness among campuses using Twigg model.
- Connelly: how will it impact people who don't use online learning. What about technical trade teachers...how will they use this?
- Stover: one president of consolidated college asked Twigg if it was a good fit for them, she said it was designed for large multiply section classes.
- Lyons: could we have a meeting/presentation on this?
- Allen: we could arrange a Twigg meeting in person or ITV. Could be a special meeting.
- Lyons: special meeting or night before.
- Kaplan: or send out video.
- Thoms: contact Twigg for next meeting time
- Lyons: night before so as not to take meeting time

Lyons: moves we should have a special session for this topic

Preferably attached or before this meeting

All in favor

No opposed

No abstentions

? arrange an inservice session with Twigg

? Beth and Deena will communicate with Lynda

Kaplan: be wary of gurus

Litecky: it is good that trustees even talked about CTL budget. This is a great opportunity. Seize the day - shape in a way which makes sense for us.

Allen: we should shape this opportunity

Letter to John Asmussen re System Level Accountability Framework/Faculty Development:

Allen: explained what John Asmussen is doing. And is he concerned about teaching and learning not measured in system level accountability framework. We need to incorporate teaching and learning into these indices.

? Lynda and Deena will discuss with John that T&L needs to be included

- Litecky:
 - trustees are concerned about end of the Bush grant
 - should there be a letter to leadership, following up,
 - a different letter, here are some things we could do with additional resources.
 - We could craft a new doc for funding for teaching and learning
 - We won't get additional money just by asking, we have to make a proposal of what we would do with additional money.
- Allen: with 42% cut in state funds and ending of Bush grant, we have no funds for faculty small grants.
- Kaplan: CTL should be viewed as cash cow brings in grants and administers them. Prime priority to get more grants
- Glover: analogy should be the goose with the golden egg. Don't kill the goose.
- Litecky: back to Bush. Bush is worth a lot of our time to go back for conversation.
- Lou: CTL at important juncture, with Board's attention to T&L, letter to Asmussen, and Twigg model. Opportunity for Steering Committee to take lead. Then point out back to Linda Baer that budget has been reduced disproportionate to activity. Good for further discussion.

Staff Changes/Update

Program Coordinator:

The Steering Committee met Zala Fashant, CTL's new event coordinator.

Faculty Development Coordinators:

The Steering Committee met a couple of CTL's new faculty development coordinators who were able to attend the meeting, Sue Howard and Martin Springborg.

Initiatives & Activities Update

ASA/MSCF 2010 Conversations:

Ross: questions about

? talk about this at next meeting, questions about if Mankato has already done this and if Winona is set up to meet about it.

Allen: Linda Baer discussed with Larry Oveson and Nancy Black to have discussion with faculty in each campus about the future of education in 2010, role of faculty, role of students. She agreed with Nancy Black about questions, occurred at St. Cloud, maybe

another set up for other locations. Not sure how faculty selected to attend meeting. Working with Larry Oveson to make questions for two year colleges. Maybe a regional conference. First meeting scheduled at Jim Johnson's institution. A couple more colleges volunteered to participate.

CTL Operations & Programs Report

Grants:

Beth Sandell explained that, over the next couple of months, she will collaborate with others to package our story to better present CTL to the foundations based on the idea that funders want accountability and assessment, a shared investment, and to be partners in a collaborative effort. Beth reported that she has spoken to the Bush Foundation and that they are working on their next grant program, but are not yet ready to address higher education organizations.

? The Committee agreed that it would be beneficial for Lynda, Beth and a couple of Steering Committee members to meet with Bush and present our results and talk with them.

Stover: Additionally, there are presidents who are willing to jump into the fray and step up to the match. We should use more matching approach.

Events:

- Allen: worried about next year, funding, CTL events
- Stover: ASA, Leadership Council should jump in
- Allen: we should share some of this with the Board, do presentation to the Board, share what CTL does and is able to do, engaging faculty. Leadership Council should jump in and propose meeting with Board
- Stover: Will propose CTL funding at Leadership Council.
- Kaplan: CTL events a prime candidate for corporate grants
- Stover: wondering about previous talks about a statewide liberal arts conference.
- Allen: that conference hasn't materialized yet. But are still discussing.
- Kaplan: Moorhead State's liberal arts conference was wonderful, get agenda from that.
- Stover: Tom Horacks (sp) has retired and was a big advocate of this.
- Allen: Don't talk about occupational education except to maintain it.
- ? Zala will update about Tegrity next meeting

Leaders/ALA Spring Workshop/RSP:

- Send out email sign up sheet to Steering Committee to sign up for a role at RSP.
- Allen: almost no involvement of Office of Chancellor staff, or state schools, must be some representation from ASA staff.
- Stover: Academic Deans and VPs listen to Linda Baer. She should encourage them with a letter. Also, we should invite Larry Oveson to this meeting to discuss RSP and aligning dates at all schools to be sure more people attend.
- ? letters should be coordinated by Linda Baer to deans and VPs and list presenters at each campus

Thoms: ITeach

Paul Wasko setting up eFolio summit, they are looking at Thursday, November 3 for efolio Minnesota summit and then slide into ITeach

Thoughts from group about ITeach

Lee: sacrifice attendance to have it outstate to have more outstate people attend

A way to increase travel is to cover travel

Spring 2005 Faculty Survey:

? Lynda will report on this next time

Allen: need to run by unions before sending out

Kaplan:

Proposes a motion for solidarity and concern

Stover seconds

MERLOT and ITeach

This agenda item was tabled for future meeting as Lynda and Anna were unable to attend.