

**MnSCU Center for Teaching and Learning
Steering Committee
Meeting March 30, 2001**

Minutes

PRESENT: Gretchen Dorn, Jane Miller, Kathryn Kelley, Brenda Lyseng, Jerry Noland, Jim Berg, Diane Pearson, Russell Lee, Jack Miller, David Laverny-Rafter, Jeanette Daines, John O'Brien, James Kaplan, Lynda Milne, James Pehler, Karen Thoms, and Debra Japp

ABSENT: Jerry Johnson, Chuck Lyons, Gayle Plank, Jeanette Rydberg, Kathy Nelson, Ed Schones, Larry Oveson, Deena Allen

MINUTES: Nicole Larson

Review Minutes from previous meeting

CAO "CTL Leaders" checklist

Are there any changes that need to be made to the "checklist for selection and responsibilities of campus CTL leaders" memo that will be sent to CAOs?

- 1- Paragraph one – "This memo reiterates these guidelines and serves as a checklist to assist CAOs in their compliance with these guidelines."
Remove "in their compliance"
 - 2- First checkbox – "The CTL leader is the same person as the CTL Director or Coordinator, or if this is not possible, s/he will be expected to work with the CTL Director. (Please list name of CTL Director or Coordinator...)"
In all instances, replace CTL Director or Coordinator with "Director or Coordinator of Faculty Development"
 - 3- Second checkbox – "The faculty CTL leader(s) has/have been identified with faculty participation in an inclusive process that encourages diversity in appointments over time and the process for identifying CTL leaders..."
Replace "identified/identifying" with "selected/selecting" and add "union" after "faculty"
 - 4- Third checkbox, second element – "(including faculty and administrators)"
Add "union" after "faculty"
 - 5- Third checkbox, second element – To address "if the CTL leader is not performing at a minimal level", we will attach a list of Campus CTL leader responsibilities to the checklist memo.
- v Updated checklist reflecting these changes was e-mailed to the CTL Steering Committee on April 2, 2001

Steering Committee term of appointment survey

Please fill out the "Term of Appointment Survey" slip and return it to Nicole Larson in the CTL

Strategic Planning Update

The top issues we will be dealing with / the challenges we will be facing:

- 1- labor – faculty turnover
- 2- diversity – a changing study body

Another challenge is to figure out how to articulate what is most valuable.

There are issues with adjunct faculty and also with technology. Institutions are moving to models with different types of appointments. How can we assist adjunct faculty? Faculty are challenged by how to integrate technology into classes: what will the expectations be?

Preparations for Chancellor James McCormick visit

What should be the format of our visit with him? It was suggested that we engage him in a discussion about the challenge of “how do we help faculty teach better?”

He may want to hear from the CTL steering committee: what are our priorities in regards to faculty development? We should make it clear that CTL has an advisory board that includes representatives from different campuses (faculty and administration), all three unions and system office staff. The CTL seeks and values input from the CTL Steering Committee members.

Jane sent him information about the CTL (including the CTL orientation video), strategic plan issues, and an invitation to the CTL summer conference. She also mentioned to him that Deanna Weiner, chair of the Senate Higher Education Budget Division Committee, will be participating in the CTL summer conference.

In interviews, Chancellor McCormick made a point of saying he feels that quality faculty are the backbone of a system. It was mentioned that almost 900 faculty were at the Metro Alliance Faculty Development Day in February. Faculty want more faculty development at the system level – system wide across campuses.

Jim Pehler has received feedback from faculty that feel there is a lack of ability to go to discipline specific meetings and workshops.

During the last fiscal year, there were about 70 failed searches for staff to work at universities (20% failure rate). The factors included workload and salary.

At the last AAHE conference, Jane heard talk of the high percentage of failed searches at universities across the country. One of the issues is what to do about psychologists going to work for corporations, instead of educational institutions.

Discussion with Chancellor James McCormick

Chancellor McCormick’s start date as chancellor is July 2nd. Manuel Lopez, Deputy to the Chancellor/Chief of Staff, is working with Chancellor McCormick on the transition between now and July 2nd. Chancellor McCormick will be coming here on 10 vacation days and on some weekends. He is trying to pull together a work plan: what is most important? He is trying to get on the same wavelength as what the board expects.

Jane mentioned that the CTL has been about bringing the three systems together. Jeanette said that the CTL has done a marvelous job of trying to bring these institutions together. Russ stated that the CTL emphasizes helping faculty teach better so students can learn better. CTL has made “teaching” part of faculty dialogue: “teaching” has become a public activity. Diane referred to the challenge of a changing student body and themes all over the world. The CTL strives to make connections and address critical content. Minneapolis Community and Technical College is a merger between a community college and a technical college. Diane feels that faculty development and the CTL have played a positive role in the campus coming together.

Dr. McCormick stressed the need to become more “learner centered.” MnSCU has done a very good job of planning, but the board is not on the same page: we need to have the same mission. We need to re-listen to the voices of Minnesota, which includes faculty, students and the community. We need to look at the current plan, listen to the voices of Minnesota and refocus on what we need to do for the people of Minnesota.

Jane mentioned that our Learning by Doing projects are for faculty and assisting the community. Jim Pehler expressed that cultural differences can be a strength and that diversity should be pushed and enhanced. Dr. McCormick said he needs to have quality time at the campuses, to hear what they want and need. We need to build in ownership of other groups, such as the business community. The government/legislature needs to hear from a third party about how MnSCU is helping the community. He said that we need the third party users of our product to be our advocates. We are about the students. And our plan and focus should be about teaching and learning. The CTL may have a lot to contribute. He said that we all have to work to enhance the importance of MnSCU. MnSCU is a powerful force in the state and we need to be recognized and supported.

CTL Faculty Development Coordinator Search

Jane offered the position to one of the applicants, but the applicant accepted another position. Another applicant has come forward and applied for the position. Jane will let the Steering Committee know when a decision has been made.

Faculty Small Grants / Discipline Workshop Grants

The deadline for proposals is April 2, 2001. Brenda received 7 discipline workshop proposals and Kathryn received 15 faculty small grant proposals. If awarded, discipline workshops will be held in the fall, and faculty will have 2 semesters to complete their faculty small grant projects.

Bush Learning by Doing program

Over 90 proposals were submitted, and 55 grants totaling over \$578,000 were awarded. Some of the proposals were not approved because they were either not appropriate for Learning by Doing funding or not clear on their connection with active learning. Next year is the last year of the Bush grant: staff will probably apply for another grant. The LBD evaluation forum is on July 31, 2001. Chuck Bonwell, author and nationally recognized scholar, is coming to the forum to conduct active learning and classroom assessment workshops. David went over the Faculty Fact Sheet – Learning by Doing Program, and the Report on the “Learning by Doing” Faculty Survey (please see the handouts for the information reported at the meeting).

Kellogg Leadership Institute

Preliminary final report is due. Kellogg is not able to re-fund due to their financial situation. On a monthly basis this year, Kellogg Fellows have participated in leadership-based programming.

Spring Regional Conference in Duluth

Many Worlds in One Classroom: Civility, Socialization, & Globalization
April 12 & 13: All day Thursday and Friday morning
As of April 6, 2001 we have 216 registered participants
Sponsored by MnSCU Center for Teaching & Learning, East-Northeast Region
Lake Superior College and Fond du Lac Tribal & Community College (Sponsors)
The DECC (Duluth Entertainment Convention Center)
The Holiday Inn Hotel & Suites, Downtown Waterfront and the Radisson Harborview
—Credits offered through Winona State University—
See flyer for additional information

Summer Conference in Bloomington

Crossing Borders

August 1-4, 2001 - Hotel Sofitel, Bloomington, MN

See flyer for additional information

For dinner one night, the whole group will be going out to 30 different restaurants. And one night, we may bring in some type of musical group or, give the attendees a night on their own, giving them a list of things to do.

Fall Regional Conference in Mankato

In the Classroom and Beyond...Mind, Body & Soul

October 5-6, 2001

Minnesota State University-Mankato and South Central Technical College-Mankato (Sponsors)

The goals of this conference are to help faculty "add tools to their tool kit" and to help faculty take care of the mind, body and soul. There will be two speakers from Rochester and will have mini courses for the participants.

The conference will include accelerated learning ideas, may prove skeptics wrong.

Women in Science workshop (June, 2001)

Brenda Lyseng and some Lake Superior staff attending,

ITeach Conference (April 19-21, 2001)

As of April 6, 2001, 207 people are registered

Co-sponsored by Office of Instructional Technology and the Center for Teaching and Learning

All sessions will be held at Minneapolis Community & Technical College

See flyer for additional information

Metro Alliance (February, 2001)

Faculty want more faculty development

Programming and FY 2002 budget request

The Steering Committee should revisit what CTL is doing. Should we do another survey, asking faculty what they want and need?

Jane will circulate a memo and ask for feedback: is the current budget allocation appropriate?

v This budget reflection memo was e-mailed to the CTL Steering Committee on April 2, 2001

Next meeting is May 2nd from 10am-2pm in room 304 at ETC