



Minnesota
STATE COLLEGES
& UNIVERSITIES

**Center for Teaching and Learning
Steering Committee**

May 1, 2009
Office of the Chancellor, 3304 Wells Fargo Place
30 7th St. E., St. Paul

Minutes

Present: Ray Anschel, Josephine Books, Betsy Desy, Hattie Dambroski, DeeGee Frenzel, Lynne Groves, Lutchmiparsad Hazareesingh, Louise Hoxworth, Kathryn Kelley, Karen LaPlant, Manuel Lopez, Larry Lundblad, Lynda Milne, Greg Mulcahy, Mary Rothchild, Martin Springborg, Thomas Wortman

Attended via WebEx: Nouredine Benchama, Zala Fashant, Sally Johnstone, Terrance Leas, Jane McConnell, Cathy Summa, Daniel Wildeson

Absent with Notice: Deb Buerkley, Alfred Essa, Linda Fuselier, Linda Lade, Brenda Lyseng, Yvonne Shafer, Doug Thompson

MINUTES: Martin Springborg and DeeGee Frenzel

(▶ denotes action item)

12:35 pm Meeting Called to Order Lynda Milne called the meeting to order.

1. Lunch

2. Review of Agenda

- No changes made; May agenda was approved.

3. Review of Action Items from January 23 Meeting

- Sample grant/DW application was put on CTL Grants page <http://wwwctl.mnscu.edu/grants/application/>.
- DeeGee yet to follow up with campus mail rooms re event flyers, other print media.
- No committee comments re January 23 minutes and action items.

4. Member Business

- a. Member terms expiring
 - Kathryn Kelly's and Doug Thompson's terms have expired; both terms ran from 2006-2009. Kathryn Kelly received a certificate and letter of appreciation. Doug Thompson's certificate and letter will be mailed out to him. The committee thanked both for their years of service and good work and ideas on the committee.
- b. College-and Career-Ready Policy Institute

- Linda Lade was unable to attend the meeting today because she was attending this Institute. At Lynda's request, Linda L. left handouts related to the meeting for those interested in the topic.

c. Date for 2009-2010 Meetings

Friday, September 11, 2009, Room 3304 or via WebEx

Friday, November 13, 2009, Room 3304 or via WebEx

Friday, January 22, 2010, Room 3304 or via WebEx

Friday, March 26, 2010, Room 3304 or via WebEx

Friday, May 7, 2010, Room 3304 or via WebEx

► **September 11 may be a problem for Greg—he and Lynda will follow up with one-another and then CTL will notify the committee.**

► **The committee agreed that the June 11, 2010 meeting should be canceled because of budget reasons.**

- Lynda asked committee to consider having one of the other meetings on a campus next year, since a tour of one of our campuses has been a feature of the summer meeting since 2002.

5. CTL Workplan for 2009-2010

- Lynda said that the biggest proposed change is not sending any money out to campuses for the Leaders program. Committee asked questions about how much money campuses received and how much of that went to Leader compensation.
 - DeeGee displayed the funds distribution spreadsheet, and Lynda pointed out that this year's funds were sent undifferentiated as matching funds to campuses. CAOs could spend the CTL/campus money for compensation and program however they wished.
 - Most campuses fully matched Leader programming funds this year; several institutions only matched partially, but because this was the first year that match was required, CTL in general sent the full offered amount, unless the campus requested only a partial match.
 - Committee members from the universities have said in the past that our funds are of little consequence, but Dan Wildeson pointed out that the CTL funds were of real help in programming.
- Josephine Books raised a question about how much money will be saved, which led to a discussion about whether Leader programming funds should be cut off for colleges, and especially small colleges. There was some fear of programs being discontinued.
- There was a question about university programming being able to continue without CTL funding. There was general agreement from University committee members that \$2000 is not enough to run a University program. Most universities will continue to give release time for faculty development or center directors.
- Dan Wildeson said that the term "release time" is becoming politically-loaded; he may lose some of his next year with new provost. University faculty are already being asked to do work over and above their contract.
- Committee members then suggested a number of ways to cut costs in other programs to provide more funding for the Leaders program.

- Kathryn suggested that, although discipline workshops are also important, maybe we need to limit our funding to any specific discipline to every other year. We might use savings there to fund leaders. There was some agreement about this.
- Lynda put forth the idea that we could consider going to a grant-like, or competitive-application funding model—giving Leader support to those who need it most.
- Lutchmiparsad Hazareesingh (Haz) suggested that new initiatives are harder to get going—maybe keep what we have going in difficult times and wait to do new things later.
- Kathryn suggested that the Leaders meetings are great, but perhaps should be cut. Also, discipline workshop funding for lodging and food should be reduced and workshops restricted to one day.
- Lynda reviewed the idea that CTL staff discussed in this year’s Work Plan retreat—that in order to help Leaders and campuses with services rather than funding, CTL staff will get out to campuses more, be a programming resource. This of course assumes that CTL continues to be fully staffed. CTL staff can also help CTL Leaders and other faculty in getting more 1:1 peer consulting going.
- Betsy Desy said that she wanted CTL staff to come to Southwest Minnesota State University in the fall to do workshop(s) on assessment. If SMSU lost Leader funding, they would have to rethink faculty development delivery. She liked the idea of CTL staff being more of a resource for programming. Haz and Larry Lundblad agreed that this would be a good role for CTL to assume. Larry further cautioned that CTL needs to make sure it has something that they continue to provide if funds are so severely cut back.
- Sally Johnstone doesn’t think we are likely to see funding coming back for enterprises that are not truly related to teaching and learning—meaning teachers in the classroom, not the development of ideas and research about teaching and learning. She emphasized that the budget cuts mean we should rethink all of what we do. There was some agreement on this point, and a suggestion from Haz that we divert most funding to our most effective program. This received little support, as there has never been agreement that any one CTL program is *the* most important; instead different constituents feel in turn that grants, CTL Leaders, conferences, discipline workshops, etc. are *the* most important.
- Sally suggested that CTL offer RSP/ITeach on a biannual basis. Lynda responded by saying that our partners may be interested in doing that—there are not at the moment any commitments yet for next year.
- Mary Rothchild brought up that K-12 is using a lot of one-time federal stimulus funding for professional development of teachers and asked whether a proposal could be made for use of stimulus funds for higher education in the same way. There was some discussion about increased CTL staff efforts to get outside funding. Greg ended by saying that federal stimulus money for our system is going to tuition buy-down—that’s where the Board of Trustees is at.

- Hattie Dambroski asked about the budget item for “innovations training and research.” She suggested that since new activity would not be missed, the funds budgeted in this area should be moved back to the Leaders program.
- Kathryn suggested that CTL not administering Leaders program could be a problem, in that faculty would be cut off from the Office of the Chancellor. Without CTL administering, nothing would happen on campus, and the OOC would not know what’s happening with faculty. CTL should still administer the Leaders program (and funding) to some extent, also consult.
- Larry suggested that the value-add piece is something that we really have to think about. We need to think about and communicate to faculty and campus leadership what makes CTL important. Discussion on this topic was affirmative, and Lynda said that we would be addressing this in the Annual Report.
- Consensus/summary:
 - Losing Leaders funding would be too hard of a blow for most campuses.
 - CTL should examine possibility of delivering those funds, even at a lesser amount or in a grant-funded program, etc.
 - Money for innovations training/research should go back into Leaders program.
 - Strong support for CTL staff getting out to campuses more often in consultative role.
 - Need to emphasize to campuses/CAOs/faculty the value-add of Leaders program.

►Lynda will write to CAOs to discuss changes in Leaders program.

6. Break

7. eFolio Minnesota and CTL

Lynne Groves of eFolio World in the Office of the Chancellor presented a demonstration of eFolio Version 2 and discussed possible training and promotional roles for CTL. This item was added to the agenda and Lynne was invited at the suggestion of committee faculty chair, Haz. Discussion with Lynne included the following points.

- eFolio 2 (once called XFolio) will be going live next week on May 4.
- Only personal eFolios will be moved to new version, not project or system eFolios.
- There were some questions about the purpose of eFolio for students—Career portfolio for student or employer? Lynne responded that although this was the original intent, uses have broadened to include individual and departmental assessment, etc.
- Kathryn expressed a desire for training, saying that her faculty colleagues and department would use it if they knew how. Webinars are coming up in May and June.
- Lynne reminded all that they can log in and experiment Monday, May 4, but if they want to migrate a current (old) eFolio site, you should wait until June when conversions will take place.

9. CTL Operations & Program Report

a) RSP/ITeach Conference

- Zala Fashant presented the RSP/ITeach final report, highlighting the conference's increased attendance, lower costs, etc. Committee members who attended and presented agreed that the conference had maintained a high level of quality, and there was no sense of "cutting corners." Sustainability/green conference was also addressed as an important element of the conference.

b) Fall '09 Discipline Workshops

- Martin presented the list of workshops for fall 2009, with a brief description of each. Lynda asked that committee members put the word out for university co-planners in the Chemistry workshop, currently being planned by 3 RCTC faculty members, but on the topic of undergraduate research. Cathy Summa suggested that we contact John Deming, Chemistry faculty at Winona State University.

c) BOT Award for Excellence in Teaching

- Ray Anshel talked about plans for the upcoming awards event. He also described how the budget for this event was cut this year. He informed the committee that we received 29 Outstanding Educators Portfolios that represented 18 college campuses. The BOT Event will be held on May 20 at the Hilton Garden Inn in St. Paul. During this event this year's Educator's of the Year will be awarded and all Outstanding Educators of the Year will be honored.

d) Grants

- Tom Wortman distributed a handout listing the 10 STEM Grants that were awarded by CTL in partnership with K-12 totaling over \$277,000.

e) Summer Online Learning Lodge

- Zala explained the concept of CTL's new summer conference within D2L, with up to 3 dozen sessions to be presented by faculty and instructional technology staff during June. Kathryn suggested that we promote this through centers for online learning (Metro has one). She and Josephine expressed enthusiasm.

f) STEM

- Brenda Lyseng was unable to join us, but she did want to share the STEM project site with the committee <http://stem.project.mnscu.edu/>. Lynda pointed out that this site is the place to get information on all the system's STEM initiative projects.

General comments (end of meeting):

- Kathryn will follow up in writing, but also wanted to note that perhaps the CTL Work Plan could use some reworking in terms of making the words reflect our support of FACULTY, and not doing the work of campuses. Lynda acknowledged that our Work Plan has become very unwieldy – and that those words actually reflected system goals, not

CTL's specific goals. She noted that Haz had provided a new format suggestion that will help to clarify and simplify the Work Plan.

3:55 pm Meeting Adjourned