



Minnesota
STATE COLLEGES
& UNIVERSITIES

**Center for Teaching & Learning
Steering Committee Meeting
May 4, 2006**

Board Room B, Office of the Chancellor, 30 7th Street East, St. Paul

Minutes

PRESENT: Cheryl Avenel-Navara, Jim Berg, Josephine Books, Richard Brown, Mike Connelly, Janet Henquinet, Louise Hoxworth, Debra Japp, Dick Johnson, Mary Kne, Tim Kroeger, Karen LaPlant (ITV), Larry Litecky, Lynda Milne, Mary Rothchild, Martin Springborg, Keith Stover, Cathy Summa, Karen Thoms, Stewart Ross

ABSENT WITH NOTICE: Carol Steimer Bailey, Nancy Black, Zala Fashant, Raymond Lou, Sharon Oliver, Larry Oveson,

MINUTES: Mary Kne/Lynda Milne (► denotes action item)

Minutes from Previous Meeting

Minutes were accepted as written.

Agenda

Agenda was accepted as written.

Member Business

Bylaws review and approval

Bylaw revisions approved as written.

New member appointees

- A. Essa, Associate Vice Chancellor, Instructional Technology, Deputy CIO
- D. Thompson – St. Paul College, 2nd year watchmaking instructor.
- F. Condon, St. Cloud State University, Director, Center for Excellence in Teaching and Learning
- K. Kelley, Metropolitan State University, Communication, Writing & Arts

New faculty chair election

Motion to elect Cathy Summa as faculty chair for the coming year, Ross moves, Thoms seconds, all in favor, none opposed. Motion approved.

AY2007 Meeting Dates

The committee reviewed the suggested meeting dates for AY07 and suggested that the first meeting date be changed to Friday, September 15, 2006.

Scheduled meeting dates for AY07 are

- Friday, September 15, 2006, World Trade Room
- Thursday, November 16, 2006, Conference Room 3304
- Wednesday, January 24, 2007, Conference Room 3304
- Friday, March 30, 2007, Conference Room 3304
- Thursday, May 3, 2007, Conference Room 3304
- Wednesday, June 6, 2007, location to be determined (4 pm to 7 pm)

All meetings are 9:00-1:00 at Wells Fargo Place, St. Paul, unless otherwise noted.

NOTE MEETING ROOM CHANGES:

The World Trade Room is in Wells Fargo Place, 4th Floor.

- Use main MnSCU atrium entrance, Suite 350

Conference Room 3304 is in Wells Fargo Place, Atrium/skyway level.

- Use 3rd Floor Atrium entrance, Suite 340 Conference Room 3304 is behind the receptionist.

Initiatives & Activities Update

CTL Work Plan 2006-2007 (FINAL DRAFT)

Make the following changes to the Award for Excellence report:

- Change manage to “reporting”
- (Berg) strike bullet
- “in consultation with faculty and administration”

Discussion

- Maybe we won't be able to spend all 12,000,000...tough to go back to the legislature to say that we couldn't spend it.
- There are some other ways in ASA to spend the money
- Maybe it isn't appropriate for CTL to be involved in merit pay
- Lynda invites Cathy Summa to suggest language.
- CTL should take a leadership role in telling IT what we need for technology how we can use technology in via purpose to improve teaching and learning
- CTL is not staffed to be able to do this leadership
- Time for CTL to think of us as more of a policy maker and disseminator of information
- We can serve best faculty and students by looking forward and look at data – we must recognize changing demographics. CTL can play a leadership role in that. How to operationalize that?
- Laurel Kubat, HR director at South Central. Keith Stover would like CTL to be involved on faculty side of their spring event next year
- CTL should cooperate more actively with student affairs
- We need to address basic identify question of CTL. Our basic concern is still teaching and learning along with instructional technology. We have a structural issue at MnSCU and campuses. The teaching is separated from IT. Need to bridge that gap. Shudder at “policy” and “distribution”. Should be consultants with expertise and advocates. Need more in-depth discussion. Good to get out of events business. Provide expertise to others on how to do events.

- Who is the owner of instructional technology? We need to find a way for CTL to provide leadership in instructional technology.
- Japp: Questions about faculty evaluation discussion and also page 3 on the sabbatical reports.

FY07 Initiatives Requests

1. Core skills –
2. ID grants, we awarded \$41,000 in grants this year (\$50,000 available)
3. D4L, to identify up to 5 projects, we've done that. Projects are in development over the summer and into pilot implementation in the fall. We are seeking for money to continue support to pilot grantees to analyze what happens in revision after pilot and to continue some work with NCAT
4. Board of Trustee (BOT) Award for Teaching Excellence and MSCF Awards for Excellence

Designed for Learning (NCAT) and Instructional Development Grants

- See draft press release
- Because pot of money was so small, most people didn't bother to apply. We might acknowledge how few proposals were submitted.
- Ill-advised to provide NCAT more money. Prefer to see money used for faculty. No good to give NCAT money for not much.

Bush Learning That Lasts

- Program special initiatives on learning that lasts page.
- Start to think about how we tell people a BIG story about the impact of those kinds of investments vs. the atomistic list of things that we did.

Discussion:

- Steering committee should dive into grants and find readiness grants and profile them
- How do we enlist Linda Kohl to help us? We are going to spend some funds following up on a project – hiring a writer to write up some stories
- We can get into out-state newspapers and can get into metro news after. Take advantage of rural media to get to metro media
- We should take advantage of MnSAT to develop quality video – develop set of marketing collateral
- We have MNOnline chunk of WCCO website. WCCO has a statewide news side with resources, CTL has a chunk of it. We've got to figure a better way to use this.

CTL Operations & Programs Report

CTL Staffing

We will be hiring faculty for projects, as reassignments. There are a number of university faculty who live in metro area and may be interested in this reassignment.

RSP/ITEACH 2007

Next year hope to increase technical and university faculty involvement.

Good idea to email presidents attendance at RSP and who. Helps to get advocacy from presidents.

Take comparison data out in some fields (see Lynda)

Seminars Spring, 2006

There is a lack of involvement and participation on campuses
The collaboration cancelled summer institute due to lack of registration
Summer Seminars, online courses
Lunch and Discussion
CTL Campus Leaders