

**MnSCU Center for Teaching and Learning
Steering Committee Meeting
May 7, 2003**

Minutes

PRESENT: Deena Allen, Jim Berg, Mike Connelly, Jeanette Daines, Rex Gaskill, Judy Harris (ITV), Janet Henquinet, James Kaplan, Russell Lee, Larry Litecky, Chuck Lyons, Brenda Lyseng, Jack Miller, Lynda Milne, Greg Mulcahey, Larry Oveson, James Pehler, Lori Schroeder, Keith Stover (ITV), Karen Thoms (ITV)

ABSENT WITH NOTICE: Debra Japp, John O'Brien, Gayle Plank, Stewart Ross, Carol Steimer Bailey

MINUTES: Sue Martinez (? denotes action item)

Minutes and Review of Agenda

Minutes approved.

Member Business

Michael Berndt will start in July to replace Jack Miller.

Karen Thoms' appointment ends in Fall 2003.

It was agreed upon to change our regular meeting time to 9am-1pm.

It was decided that the July 10th meeting will be held at a Century College and will include a tour of the technical programs, as well as optional attendance at the CTL Summer Seminar.

Action Item Update

We reviewed the summary and analysis of the Realizing Student Potential Conference. The cost was \$32 per person. The networking opportunity was highly valued by faculty.

Programs Report: April – June 2003

Campus Leaders' Workshop proceedings are on the web.

Discipline Workshops proceedings are on the web. Four groups met in April. Nursing will meet in May. (There are 50 people signed up.) We are reviewing applications for future discipline workshops: Economics (1st-timer), Education/Early Childhood, Developmental Education (repeat), English (repeat), Sociology, Computer Science, Geology. We have promoted discipline workshops at the Realizing Student Potential conference and at the Transfer meeting.

ITeach conference—Switching to Thursday evening seemed to work well instead of Thursday afternoon.
? Analyze numbers to see if switch was good. – Brenda Lyseng

David Brown was a very practical speaker. Participants used notecards to write down ideas. David Brown will put them on his website and will give us also for our website. He said that eFolio Minnesota is the best in the world!

Campus visits were made to Alexandria, Ridgewater, and St. Cloud State.

Weekend Seminars—Evaluations run high on both percentage responding and on quality of seminar. We should ask people if this is their first Weekend Seminar to see if it is always the same people attending. Total attendance this year is about 150. We're not reaching our target attendance.

It was brought up that we should be using MnSCU faculty to present the Weekend Seminars. So far we have only contracted presenters that have experience giving their particular workshop. Therefore, they are all outside presenters. Our faculty don't have time. But—there are 2 speech instructors from St. Cloud State University that are developing a workshop. There is also a MnSCU faculty member developing a writing workshop, and 2 Metropolitan State faculty will lead the July 10 seminar.

Active Learning Advocates (8)—Jim and Lynda (with one person from the advisory committee) are setting up interviews with CAO, nominee, and anyone else they want to include. We don't have the 18 advocates planned. The non-responsive campuses are not interested (especially during layoffs) because they need to match the dollars.

? Call Bush Foundation to see what to do with the extra money. – Lynda Milne

Oveson: One complication for campuses considering an ALA is that on smaller campuses the best teachers would be out of the classroom.

Summer eFolio Minnesota Project Specialists—There were 48 applications and 20 stipends will be awarded. They will be notified today. We have \$25,000 in Perkins money to use. The goal is to see how they will use eFolio in the classroom. We want documentation and links for how other faculty can use eFolio too. The faculty were chosen keeping in mind: breadth of ideas, 2 or 4-year institution, course, program, or student services, relevancy to others in MnSCU, and how the individual did on their personal eFolio.

Instructional Development Grants—There were 15 applications, 6 were approved, 3 were denied, and 6 were tentatively approved.

Learning that Lasts Grants—There were 37 applications.

The "maybes" (tentative approvals) create a lot of work for CTL staff. Should we do "maybes" in the future? Kaplan: If a letter can address it, do "maybes". If it is a fundamental issue, do not.

Faculty Development Survey Update

Participation is now at 10%. IFO said on April 24 that the survey hadn't gone to state-level Meet & Confer. The next one is August 15, 2003.

Work Plan

The work plan is overdue and not done yet due to overload of work. Brenda Lyseng's position will not be filled. New Faculty Workshop was canceled twice. We will re-evaluate how to serve new faculty.

What do you think were our successes? What do we most want to hold onto?

Kaplan: Find volunteers from retired faculty associations. Ask if they can help with specific needs. Or parolees sentenced to community service. Or retired seniors.

Miller: Variety is our strength.

Thoms: Continue giving books to new faculty. They give her feedback that they love and remember it.

Also workshops, conferences, obtaining and administering grants.

Henquinet: They can't do these things as effectively on campus.

A big conference takes about 1 FTE per year.

Faculty love discipline workshops, but complain that they are too much work to organize. They say CTL should have 1 FTE to do discipline workshops.

Oveson: Steer CTL in the right direction and empower them to do it.

Henquinet: Teach campuses to fish. Help them to develop better faculty development resources.

Allen: What would go away if CTL didn't do it?

Overall conclusions: CTL's successes are 1) the variety of resources offered; 2) discipline workshops; 3) new faculty books; 4) obtaining and administering grant money, and 5) statewide conferences.

Gaskill: The campuses wouldn't spend the grants on what they should. For example, the money might go to building and grounds.

Kaplan: We have to discontinue service.

Milne: Or do less in each area.

We looked at our programming grid and asked what one thing would you keep? Responses were: conferences, online faculty development, discipline workshops, statewide Metro Alliance conference, conference with emphasis on curriculum, support campus faculty development.

We could buy faculty time on each campus for development. This would be very expensive and we don't have the money.

Henquinet: Do we want money at campus or system level? Where do we want to be 5-10 years from now?

Gaskill: But you can't force it on the campuses. They may spend it another way.

Henquinet: Could we give money with restrictions? Or require matches?

Litecky: The practice has been that most funds at campuses are not restrictive.

Pehler: We need to go to campus level. Maybe 2-3 institutions can collaborate together. Locally, they feel ownership and talk about it with their colleagues.

Daines: How do we balance local autonomy with helping each other across the state?

Litecky: Discipline programs are a compelling activity. Sometimes you can learn a lot more from other colleagues, than from your campus culture.

We did 3 conferences (Fall, Metro Alliance, Iteach). To cut a conference would be a work-saver. It was suggested we do one per year that is broad-based, like Realizing Student Potential. Seek other regional single day for faculty development.

Litecky: Local campuses would be responsible for regional conferences.

Pehler: Don't divide geographically. Electronic barrier is not physical. Use ITVs. Replicate the same conference in more than one place at different times.

Gaskill: Technology is not a good way to do conferences. We need face to face contact.

Pehler: Let's not lose the liberal education conference. We could do it every 2-3 years.

Berg: All conferences should be partnered with someone. CTL should not have its own agenda.

Gaskill/Lyseng: CTL's agenda should be teaching and learning.

Lyons: Grants do not collaborate much, so they could be cut.

Stover: Reduce in each category.

Harris: Cut instructional development grants. Write larger, regional grants. Cut number of conferences/workshops.

Thoms: Cut things that people don't sign up for. Cut grants maybe.

Agreement: Cut CTL grants; only administer Bush grants. Put more funds into discipline workshops.

Next Meeting

Thursday, July 10, 2003 – 4:15 to 7:15 pm – Century College Room W1001