



**Minnesota**  
STATE COLLEGES  
& UNIVERSITIES

**Center for Teaching & Learning  
Steering Committee Meeting  
June 8, 2006**

**Japanese Garden Lounge, Normandale Community College, Bloomington, MN**

**Minutes**

**PRESENT:** Cheryl Avenel-Navara, Jim Berg, Zala Fashant, Kathryn Kelley, Mary Kne, Tim Kroeger, Doug Thompson, Chris Austin (CTL Campus Leader/host)

**ABSENT WITH NOTICE:** Deena Allen, Nancy Black, Mike Connelly, Janet Henquinet, Sue Howard, Debra Japp, Karen LaPlant, Larry Litecky, Sharon Oliver, Keith Stover, Stewart Ross

**MINUTES:** Lynda Milne made informal notes. No business requiring decisions was conducted at this summer dinner meeting.

**Minutes from Previous Meeting**

Minutes from May meeting were not reviewed.

**Agenda**

Agenda was accepted as written.

**Member Business**

Bylaw revision distributed. Members welcomed new member, former CTL Faculty Development Coordinator, Kathryn Kelley.

*New member appointees noted*

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

**Initiatives & Activities Update**

*CTL Work Plan 2006-2007 and Staffing*

Committee reviewed ambitious plans for 2006-2007 work and discussed how the CTL work plan reflects greater focus on teaching and learning outcomes throughout system's

Strategic and Action Plans, and increased need for CTL's role in staffing new projects, new directions.

Much of the meeting's time was taken up discussing CTL's staffing challenges, especially given new resignations by Mary Kne and Richard Brown, effective June 23 and 16, respectively.

#### Discussion

- Lynda discussed need to reorganize CTL staffing, ensure ongoing, knowledgeable professional staff with teaching experience. She noted that one challenge in basing staffing on temporary faculty appointments is that CTL positions entail more academic administrative than teaching work. Much of the first year or more of faculty appointments is spent learning new kinds of work and adapting to a work environment very different from campus.
- Other centers staff with permanent professional staff positions (U of MN, Maricopa County Community Colleges, University of Michigan, etc.)
- Members supported Lynda's work in progress with Personnel office to revise position descriptions, recruit faculty to take up ongoing positions in CTL
- Faculty members noted that interested faculty might take staff positions on leave for up to three years—same risk for CTL as current "loan" positions, but with possibilities of stability for staff and CTL
- Members encouraged CTL to seek faculty to work in CTL on sabbatical, furthering projects that might not otherwise fit in work plan. Noted that campuses should be notified of sabbatical opportunities in October for sabbatical appointments by December

#### *Tour of Japanese Garden and Dinner*

Chris Austin, CTL Campus Leader, led members on a tour of the Normandale Japanese Garden, extending greetings on behalf of President (and new CTL Steering Committee member) Kathi Hiyane-Brown. Over dinner, the committee learned from Doug Thompson about the "Minnesota Rocks" international stone-carving symposium on the Saint Paul College campus, and all members shared plans for research, course revisions, and relaxation over the summer. The meeting adjourned at 6:45 p.m.