

## Focus on Teaching Committee Meeting Minutes from September 14, 2009

**Members present:** Mike Amspoker, Linda Aulgur, Maegan Buzzetta, Angela Gerling, Bill Guinee, Therese Miller, Brad Sheppard, Maureen Tuthill, Jordan Pauluhun.

Minutes from the last meeting on April 30, 2009 were approved.

**OLD BUSINESS:** T. Miller brought up the motion from 2008-2009 that a representative from I.T. be added as an ex-officio member of the Focus on Teaching Committee. After a brief discussion regarding the workload for I.T. the motion was tabled until Scott Lowe could join in the discussion.

A proposal to update the job description for the Director of the Center for Teaching Excellence to be in alignment with current duties was recently approved by Executive. T. Miller shared the logic for making the appointment a three-year term. Everyone was in agreement that three years was a reasonable timeframe for the position.

Faculty Professional Development Day (FPD) evaluations and comments were shared and discussed.

*Objective 1:* Understand the value of instructional technology – rated 3.63 out of 5

*Objective 2:* Identify ways to use instructional technology – rated 3.3 / 5

*Objective 3:* Practice using technology in instruction – rated 2.2 / 5

*Objective 4:* Identify future resources for continual instructional technology learning –rated 3.23/ 5

Overall FPD comments were fairly positive and constructive with some expressing a desire for more hands-on time.

Learning Technology Interest Groups were reviewed. We will ask the following people to follow up by emailing the people in the groups and hosting the first meeting.

1. SMARTBoard – Linda Aulgur & Scott Lowe and training from MOREnet
2. Web 2.0 - Bill Guinee – Send Email with resources (on ANGEL) & Angela will post a description of types of Web 2.0 social networking tools from Web Junction in ANGEL for general reference.
3. Personal Webpage - Christy Satterfield (Therese will follow-up with Christy)
4. Mail Merge – Therese will contact Mary Majerus
5. Turn-it-in – Angela Gerling
6. Blogging – Brad Sheppard
7. Concept Mapping – Therese will contact Selcen Phelps and Ed Mirielli
8. Clickers – Scott Lowe and Jeff Mayne (Therese will ask Jeff)
9. Time Saving Tools – Clint Walters (Therese will contact)
10. Kindle – Therese will contact Carolyn Perry
11. Hybrid classes – September 29 webinar 10:45am – 12:15pm & 3:00 – 4:00pm in CSC 121
12. Pod Casts – Scott Lowe, Therese will contact Kurt Jefferson, Angela will contact Kat Barden

B. Guinee thought the possibility of a “how to” session for tools such as DIIGO might be more helpful than a session on Tic Toc or RSS feeds. (DIIGO is a virtual highlighter and digital sticky notes that allow the user to mark a web page for social bookmarking to share with others.) The other FPD sessions could easily be followed up with additional information being posted in ANGEL. T. Miller will work with I.T. to get handouts and other related materials for the various sessions posted into ANGEL.

A. Gerling will check on the training and conferencing options available through MOREnet. T. Miller reminded everyone about the possible need to make alternative arrangements for instruction, instead of face to face instruction, should the H1N1 virus cause a number of students to miss the regular classroom instruction. T. Miller will send an informational email to faculty once alternative teaching suggestions and resources have been compiled.

**NEW BUSINESS:** The CTE schedule for was reviewed. Everyone is to consider articles that would be good for the "Cheap Lunch, Priceless Conversation" monthly meetings. It was decided that since the September 28<sup>th</sup> lunch discussion will focus on sharing class activities related to the Symposium that a reading dealing with life-long learning might be a good choice.

Next year's Symposium on Democracy (SOD) will most likely be on the topic of conflict, it was suggested that we consider a campus "One Read" for late spring and summer to lead into the fall SOD.

Suggestions on discussion strategies for both small and large classes will be the topic for the second year Master Teacher Program in October. Please forward ideas to T. Miller prior to Oct. 14<sup>th</sup>.  
The meeting was adjourned just after 1:00 p.m.

Respectfully submitted,  
Angela Gerling