

Pew Faculty Teaching and Learning Center Advisory Committee Meeting Minutes
March 22, 2010

Present: Jeanine Biese, Susan Edwards, Kurt Ellenberger, Patrick Gerkin, Janel Pettes-Guikema, Azizur Rahman, Christine Renner, Peter Riemersma, Tamara Rosier, Ellen Shupe, Ted Sundstrom, Jodi Tyron, Joy Washburn,

Meeting called to order: 1:00pm

Approval of Agenda: The committee voted to approve the agenda: Joy Washburn moved, Jodi Tyron seconded. Approved.

Approval of Meeting Minutes: The committee approved the minutes of **February 22, 2010**. Ted Sundstrom moved, Joy Washburn seconded. Approved.

Announcements: Final meeting for Winter 2010: April 12, 2010. Susan Edwards will present the advisory committee's Annual Report at that time. Ted Sundstrom will resign his position on the committee because of a scheduling conflict and a new member from CLAS will take his place beginning Fall 2010.

1. Old Business

A. Update – Effective Teaching Language

This process is still on-going and will be presented again to faculty governance before being submitted to the Board of Trustees. It is expected to be approved after the next advisory committee meeting April 12, 2010.

B. Update – AP/COT Teaching Award

Kurt Ellenberger discussed the progress of this new award with the committee. Kurt had discussed this new teaching award with the dean, the provost, and UAS/ECS president. There were concerns from the administration about COT eligibility, and the award was revised for AP staff only. The final version of the nomination form will reflect this change and will take effect in the next nomination period in Fall 2010. It was concluded that this change is not a governance issue, and needs no further approval. The FTLC will send an email announcing the change to the entire faculty when the form has been up-dated and posted to the FTLC website.

C. Update – Grant Results

Kurt Ellenberger reviewed the recent grant round and updated the committee on the status of competitive grants. We have awarded \$77,000 in grants as of the February 1 round, and have one more round on April 1 for this current fiscal year.

D. Teaching Award Committee and Grant Committee Membership

Kurt Ellenberger reviewed this document explaining the benefits of this arrangement. The new arrangement of having the Teaching Award Committee drawn from the advisory committee will allow members to be elected rather than selected as was done in the past. This structure will be in line with other committees on campus that are made up of elected members. The committee discussed the work load of committee members for this additional duty. A motion to accept this document was made by Peter Riemersma and seconded by Patrick Gerkin. The committee voted to accept this document: 6 yea, 2 nay and 2 abstentions.

2. New Business

A. FTLC Flow Chart – Strategic Plan

Christine Renner discussed the flow chart and its structure. This flowchart will assist in guiding the FTLC in developing its Strategic Plan and in communicating the role of the FTLC to the Grand Valley community. She asked for feedback from the committee on the structure of the flowchart. The committee liked the organization of the flowchart and felt that it showed the variety of services the FTLC provides. The committee agreed that communicating the role of the FTLC to the campus community is important and discussed ways that this could be accomplished. Suggestions included producing the flowchart as a hand out to be distributed at the Fall Teaching Conference and visiting with colleges to discuss their specific needs. Christine Renner and Tamara Rosier have already begun making appointments to meet with the various colleges.

B. FTLC-AC Role in Fall Teaching Conference

The committee discussed how to encourage members to participate in the Fall Teaching Conference. The committee moved on to 2C.

C. Volunteers

a. Fall Teaching Conference: Proposal Review

b. Fall Teaching Conference: Discussion Leader

c. FTLC Website Development: Pilot Team

Volunteers from the Advisory Committee were encouraged to sign up for the listed positions to assist in planning for the Fall Teaching Conference in August and FTLC website development. The committee discussed the amount of work and times required for each. Volunteers are asked to sign on at the next meeting.

Meeting adjourned: 2:00 p.m.

Respectfully submitted by,

Lois Ann Goossen, Pew FTLC Assistant