

FTLCAC Minutes September 10, 2012

In attendance: Committee members - Janel Pettes-Guikema (MLL), Darren Walhof (PLS), Scott Grissom (Computing), Laurie Stickler (Physical Therapy), Joy Washburn - Chair (Nursing), David Bair (College of Education), Lindsay Ellis (Brooks College of Interdisciplinary Studies); FTLC staff - Christine Rener (Director, Pew FTLC), Kurt Ellenberger (Associate Director, Grants), Dana Munk (Director, Part-time Faculty Support), Patty Stow Bolea (Faculty Fellow), Kathryn Stieler (Faculty Fellow)

1. Introductions were made.
2. Approval of the April, 9 2012 minutes was postponed until next meeting.
3. Reviewed the charge for the 2012-13 year.
 - a. Advisory Committee with work with FTLC staff to revise goals.
 - b. Primary charge for the year is to develop more consistent evaluation tool and more consistent use of evaluation tool across the University. Also, to work with graduate council to create consistent student evaluation tool for these courses.
 - i. Laurie wanted to clarify that this is essentially a continuation of our work last year. This was the general consensus of the committee.
 - ii. Kathryn wanted to know about how many different instruments were used across the University. Nursing uses a self-developed instrument, Health Professions uses the IDEA instrument, CLAS uses several different instruments.
 - c. Joy brought up that we are the only standing committee that has a 1 hour meeting. She would like to propose meeting once a month for 2 hours starting in the winter term. The dates for the Fall meetings have already been established. She would also like to look into having everyone meet physically in the same location rather than using the technology to communicate between campuses.
 - i. In general people were in agreement that this would be a good idea. Scott indicated that this may limit the number of faculty that can participate in this committee, especially if you add in travel time, as fewer faculty will have 2-3 hour blocks that they have available.
 - ii. David suggested that maybe we propose this for next year.
 - iii. Joy would like everyone to think about the pros and cons for meeting once a month for 2 hours and how do we balance that with our activities on our subcommittees. We will discuss this at our next meeting.
 - d. Subcommittee membership. Joy has recommended that as David was the chair of the FTLC-AC last year, he not be required to serve on a subcommittee this year. Everyone was in general agreement.
 - i. Vijay, Laurie, Darren, and Lindsay volunteered for the grants committee
 1. Meeting dates for the grants subcommittee are October 15, February 11, April 15
 - ii. Patty has requested the November 12 meeting date for the awards subcommittee meeting.
 1. Scott, Janel, Debbie, Mike, Kim
 - e. Before the next meeting each committee member is asked to go to the Blackboard site and review the documents on there.
 - f. Joy would like to start setting target dates to accomplish our various committee tasks.

Meeting adjourned at 1:40 pm