

## **FTLC Meeting Notes**

### **Sept 8, 2014**

**Present:** Gordon Alderink, Kyle Felker, Cynthia Grapczynski, Janel Pettes Guikema, Barbara Hooper, Jamie Langlois, Vandana Pedneckar-Magal, Christine Renner, Kathryn Stieler, Patty Stow-Bolea, Robert Talbert, Janet Vigna.

Meeting called to order: 1:00pm

Approval of Agenda: The committee voted to approve the agenda: Approved.

Approval of Meeting Minutes – April 2014: The committee approved the minutes.

1. Subcommittee summaries:
  - a. Patty Stow-Bolea reported on Awards Subcommittee. Date for November meeting not yet determined.
  - b. Kathryn Stieler reported on Grants Subcommittee. Committee meets 3 times per year.
  - c. FTLCAC committee members volunteered for Subcommittees.
    - i. Grants: Robert Talbert, Gordon Alderink, Matthew Reidsma/Kyle Felker, Jamie Langlois
    - ii. Awards: Janet Vigna, Cynthia Grapczynski, Moustafa El-Said
2. Outgoing chair (Kyle Felker) gave updates from 2013-2014 FTLCAC.
  - a. Recap of student evaluation research process 2011-2013.
  - b. Discussion re: simulations.
  - c. Awards process revisions.
3. FTLC Charge for 2014-2015.
  - a. Review of Pew FTLC?
  - b. Travel grant application process.
  - c. What can we do to support scholarship of teaching? (1 meeting?)
  - d. Investigating ways to improve academic integrity?
  - e. Supporting the implementation of USETI recommendations.
  - f. Reviewing teaching awards process.
  - g. Reviewing grants application process to see if any improvements can be made.
  - h. Simulations: recommendations for best practices. Forum?
  - i. Review faculty handbook language for FTLC Advisory Committee.
    - i. We no longer need to review space needs as the FTLC is now in Zumberge.
    - ii. Meeting times for the future will need to be discussed as the year progresses.
    - iii. Other?
  - j. Kyle will ask for clarification on several items included in our charge.
4. Election of new chair: Janel Pettes Guikema
5. Motion to adjourn meeting.
6. Next meeting: September 22, 2014 at 1:00 p.m.