

Notes from MUM CTL Opening Retreat
Monday, August 18, 2008

Present: John Burke, Moira Casey, Kate Duskey, Brad Farr, Lizz Howard, , Ellenmarie Wahlrab

We reviewed the CTL Mission Statement, the Annual Report and the regional campus strategic plan. No revisions were suggested for the Mission Statement. The following suggestions, questions and actions grew out of this discussion:

Moira, who agreed to lead the Conversations and Specials this year, suggested that we coordinate our theme with the BIS theme of integration. Ellenmarie will follow up with Rob about his ideas for a CTL-led discussion on the BIS program that he asked the CTL to consider. We also agreed that one of the Conversations should feature BIS students.

A discussion of the Strategic Plan' second recommendation on the regional campuses being the "catalyst" for innovative course delivery led to a fairly extensive discussion on the challenge of putting what we do in context with regional needs. What kind of research is already available and should the CTL LC be the group that pushes for the much needed survey/research of regional needs? Should we include outside speakers (from the state, city, region) in our conversations of future trends?

A related idea we discussed was how the CTL might help support faculty in incorporating new technologies in course development/delivery. One suggestion is that we might work with the ADAA to secure release time for faculty for a specific project (possible technology-based project). More exploration of this and related ideas was tabled for a later discussion.

One suggestion to pull in students to the CTL is to offer CTL space as a study group area (perhaps coordinate with the library).

One of the goals from the CTL's annual report--professional development of CTL LC members in sessions outside of Miami—raised questions about funding and other opportunities that still need exploration.

Discussion on the challenges noted on the Annual Report led to several action items: Lizz and Eric will review our existing database program and bring their recommendations on how to capture CTL data back to the LC. Kate will share a summary of the feedback on CTL events with the LC at our meeting immediately following an event. Moira and Ellenmarie will draft a letter of appreciation for service from the CTL Co-coordinators for our SGID facilitators.

Opening event

We decided to hold our opening session in the CTL and from 11:30 – 1:30 on Tuesday, Sept. 16. Ellenmarie will follow up with all recent recipients of CTL money to share posters on their funded projects. She will check on whether we can use the bulletin board on the outside CTL wall for display. Kate will check about getting a video display set up for showing Gail Tayko's film.

CTL LC commitments

Annual teaching awards: Lizz (lead), Brad

CTL Notes: Eric

CTL website: John

Conversations & Specials: Moira

SGIDs: Ellenmarie (Scheduling), with development help from Moira

CTL Staffing

Kate will post the staffing schedule in the CTL. The LC approved the proposal that the co-coordinators count their weekly one-hour meetings with each other and the weekly half hour meeting with Kate as part of their 4-hour staffing commitment.

Budget

Please refer to the budget report for allocation decisions made.

Other items

Ellenmarie reported that CELT is willing to pay the registration for AURCO for all part-time faculty who get their proposals accepted. CELT will also award PEP funds of \$50 (for professional development) for every three CTL Conversations or specials that a part-time faculty member participates in.