CTE Committee Meeting Minutes
January 24, 2005, 3:00-4:00
Founders Hall 2122


Old Business:

**FIPSE Grants** for 2005-2006 will not be funded. Congress has pulled all FIPSE funding for use in “pork barrel” projects to support their own re-election. John Falconer indicated that FIPSE was just one example of funding for education that may be impacted by this process of raiding other budgets within education. Other grant funding may be impacted.

**Academy for Teaching Excellence** was discussed with faculty senate in December. They have proposed an alternative to encourage departments and faculty to put forward the names of departments and individuals for the University-wide teaching and departmental awards, Pratt-Heins, and other faculty awards on campus. CTE will be working with Faculty Senate and the Executive committee to encourage departments to recommend departments and faculty for awards.

- CTE will send out reminders to department chairs through the Deans to nominate individuals for the Pratt Heins award since nominations are due on Feb. 15th.
- Jeanne will attend chairs meetings in each college in February to provide information on the award process and the financial rewards for participating
- Jeanne will work with Charles Fort to put a limit on the length of the written forms/information required for selection
- CTE will provide departments/individuals with assistance in writing portfolios for nominees including workshops or mentor support. This process will be started for the Pratt-Heins award in February and will be evaluated and then used, with required revisions, in Sept. to prepare for the university-wide awards.

**Open House** in December had a terrific turnout. Approximately 80 people showed up for the event. This was great because we were able to show others what we do and the resources available for them to use.

**CTE Resources.** We have a collection of materials that was donated by UNL plus the existing materials in the CTE. These materials have been checked out previously and we were having a hard time retrieving the items. The library had never been set up online and organized so it was searchable. Also, some of the materials were out of date and needed to be replaced. As a result, most of the CTE library has been turned over to the university library to add to their collection of materials on teaching. Multiple copies of books/materials were retained by the Center. However, people requesting materials are being referred to the library, which will make their search for appropriate materials much
easier and the library can track the materials to make sure they aren’t lost. The CTE will continue to support the purchase of appropriate materials to be included in the libraries collection of books on teaching. Since the Fiscal period is ending and we need to spend what’s left in the budget. We will use some of those funds to buy new books for the library.

Darrell Kelly recommended that the materials donated to the library be stamped in some way with a “Donated by the Center for Teaching Excellence”, so it is apparent that the Center provided these materials.

**New Business:**

The **CTE Newsletter** for Winter will focus on Undergraduate Research—a suggestion made by Julie Shaffer at the Nov. committee meeting. Julie and John Falconer have “volunteered” to get articles from faculty and pull together the information for the newsletter. John presented the topics to be covered and he and Julie discussed the faculty who might be contributing to this. The topics to be covered include:

- A discussion of NCUR
- Integrating research in the undergraduate curriculum
- Incorporating students into faculty research
- Getting support for undergraduate research
- The Language and Literature festival
- Upcoming events

To keep the newsletter to a manageable size, the main pieces will be an overview of approximately 250 words with links providing more detailed info, if needed for those who would like additional information.

**CTE Events:** see following page

Jeanne discussed the CTE events planned for Spring. Others may be added, but the ones listed on the next page have been planned.

Jeanne asked for input from the committee on possible events that the CTE could sponsor. Daryl Kelley suggested the following: (Bold info was presented in meeting other was added when the chair asked for more detail after the meeting)

1. **Conduct our own Pew Roundtable**
   - With deliberation with the College Deans, contact the chairs and ask them to send representatives to a teaching roundtable. Chairs would recruit 1or 2 volunteers or 3 in large departments.
   - **Focused questions**—What resources do you need to improve teaching? or Is there a lack of interest in Orientation and why?
   - **This will hopefully increase excitement in talking about teaching and create a stronger teaching culture.**
   - The results would be disseminated by CTE.
Since our meeting, I attended the FS General Studies forum and found that the Executive Committee is also mimicking the Pew format in discussing the GS.

2. A forum touted as “Get to Know Your Students”
   - This would be in conjunction with the Assessment Committee
   - Last year Glen Powell recruited faculty to discuss the NSSE data
   - We could extend by including other data sets
   - The key for our co-sponsorship is the knowing your students is the first step to a student-centered class

3. A forum/workshop on “Sharing Teaching Techniques—Teaching Moments or Planned Activities.”
   - Recruit 10 faculty to share a class activity that worked.
   - Invite the audience to also share things that worked during the semester
   - Keep the descriptions to 5 minutes
   - Added feature: Vote on the best one or three which could then be featured in the newsletter.

CTE Calendar for Spring 2005

January

1/26, 3:00 - 4:00 OTTO OLSEN 202
Opinio Online Survey Workshop

February

2/2, 8:00 - 5:00 NSU Cedar Room
Distinguished Lecture Series with Loyd Ganey
The Online Student: Survival and Success in the Online Environment
Luncheon in the Cedar Room 11:45-1:00 RSVP
Group consultations: 8:30-11:30 and 1:00-4:00
Arrange with CTE

2/16, 11:30 - 1:00 NSU Cedar Room
Assessment Honors Banquet

2/18, 3:00-4:30 Opinio Training at COE

March

TBD Distinguished Lecture Series on Mentoring

3/4 No Limits Conference—Distinguished Lecture Series
Co-sponsor with Women’s Studies
3/9 CORE Training for Faculty

3/24 Using Assessment Data for Strategic Planning and Implementing Change

**April**

4/11 Opinio Training at COE

4/22 Distinguished Lecture Series—Bill Buskis
Defining Teaching Excellence—What the Research Shows

4/29, 8:00 - 5:00, NSU Cedar Room 310 & 312
Platte Valley Assessment Conference
Luncheon in the Cedar Room 11:30 - 1:00