

Faculty Development Learning Excellence Team Meeting Minutes

Friday, Sept. 24, 2010
12:30-2:00 pm APC 160

Co-Leaders: Renee Tonioni, Dean for Distance Learning and Instructional Technology
Diana Fortier, Associate Professor of Economics/Business & CTLT Faculty Liaison

Facilitator: Christine Meyer, Manager for the Center for Teaching, Learning and Technology

Guests: Susan Harmon, Distance Learning Manager

Members in Attendance: *See page 2

Handouts: April 23, Meeting minutes, Sept. 24, Agenda, 2010-11 Membership List, Fall 2010 CTLT Event Handbook, 2010 ICCFA Conference Agenda

Agenda Item: Lunch and Introductions and Review of Minutes by Renee Tonioni
Discussion: Renee provided an overview of FDLET and Diana provided an overview of the role of the CTLT Faculty Liaison and its connection to FDLET.
Result: Meeting agenda and the former meeting minutes were distributed.

Agenda Item: Distance Learning Support of Online Students by Susan Harmon
Discussion: Susan discussed the increased number of students in OL courses overall and the increased numbers of those students, especially non-traditional students, lacking basic computer skills to be successful in those courses. She discussed a pilot computer basics 'workshop' on the Sugar Grove campus with expectations to expand it to the other 3 campuses. This training would focus on individual need compared to the Blackboard group training provided by DL at the beginning of each semester. Also DL is now part of New Student Orientation, but part-time students do not attend this event. The exact format of the training is still being developed.
Result: Feedback was given on the topics needing to be covered and the type of training to offer (job aids, online, walk-in tutoring, workshop sessions, etc.).

Agenda Item: ICCFA Conference by Diana Fortier
Discussion: Diana reminded faculty that there is still time to register for the ICCFA Conference 10/21 and 22nd. The CTLT funds the attendance of new non-tenured faculty and other faculty may use travel/education funds to attend. Diana is facilitating car pools to Springfield and a Thursday evening dinner.
Result: The ICCFA Conference Agenda was distributed.

Agenda Item: Blackboard Update by Christine Meyer
Discussion: Overall the CTLT faculty training in Blackboard has been very successful with 110 faculty being trained. Training began with the pilot in Fall 09 and job aids and continued in the Spring and Summer semesters and included supplemental shell training classes in July and the BB checklist presented at both full-time and part-time faculty orientation for Fall 2010. There are approximately 178 online course shells and 175 supplemental shells. Guy Starner, the new coordinator and trainer of Web Based Technology will offer 3 classes this semester on the topics of supplemental shells, the grade center, and tests, surveys and self-assessments. Christine opened the discussion of when the 9.1BB release should be implemented.

Result: Members provided insights on the pros and cons, benefits and costs of the timing of the BB 9.1 implementation.

NEXT Meeting: December 10, 2010 12:30-2:00 p.m., location TBA.

Members in attendance

Christine Meyer
Renee Tonioni
Jane Regnier
Ruby Rajwinder
Sarah Grubb
Terry Weston
Amy Del Medico
Karl Schulze
Diana Fortier
Susan Harmon
Sowjanya Dharmasankar
Maya Tolappa
Janet Graff
Lynne Krantz