

**Meeting Minutes— Faculty Development Learning Excellence Team
September 21, 2012 12:30-2:00pm APC**

Co-leaders: Renee Tonioni, Dean for Distance Learning and Instructional Technology
Dani DuCharme, Assistant Professor of Biology & CTLT Faculty Liaison

Facilitator: Christine Corrigan, CTLT Manager

Members In Attendance: Vicky Archos, Christine Corrigan, Pat deBoom, Amy DelMedico, Dani DuCharme, Diana Fortier, Janet Gaff, Michelle Kirshner, Lynne Krantz, Jodi Larson, Tina McGehee, Jane Regnier, Karl Schulze, N'Keisha Stepney, Jane Thompson, Renee Tonioni, and Steve Zusman.

Handouts: April 20, 2012 meeting minutes, current meeting agenda, and Waubensee Community College Leadership Academy Model

Agenda Item: Lunch, Introductions, and Review of Minutes by Renee Tonioni

Discussion and Result: After minutes and agenda were distributed, Renee opened the meeting with a welcome to members and each member introduced themselves with name and title.

Agenda Item: Discussion of Orientation by Renee Tonioni

Discussion and Result: Adjunct information fair was well-received. Full-time faculty orientation faculty roundtable sessions were also well-received, but locations could be altered. Returning faculty liked the Friday format; new faculty also found it comfortable, and were able to meet both returning and other new faculty.

Agenda Item: Discussion of Leadership Academy by Diana Fortier and Renee Tonioni

Discussion and Result: Update of model and CTLT, COL 145 revamp, plus discussion of successes and failures. Successes: focus group, 16 spring/summer groups, with 126 people total, content development group vs. training department, Kouses and Posner backdrop, facilitator training, pilots, resources/course-shell, out of 342 participants, only one no-show, rotation of facilitators, first-come, first-served. Failures: discussion board did not work, don't tell clause and lesson plans.

Announced October 4th, Leadership Academy meeting for faculty.

Agenda Item: Discussion of classroom technology by Dani DuCharme

Discussion and Result: The benefits of Poll-everywhere (serves 40 students for free) vs. Socrative (50 students for free) were discussed. Also, with Blackboard rolling out a shell to every class—should a syllabus be mandatory (uploaded by Academic Specialist)? Office hours? What type of variety should be available within shell? Finally, it was decided, at this point, that Blackboard mobile not worth investment—clunky at the present time.

Next meeting: November 30th, 12:30-2:00pm APC