IMPROVEMENT OF LEARNING COMMITTEE MINUTES

Tuesday April 18, 2006

Present: Carol Sue Butts, Mu-Ling Chan, Ben Collins, Tom Lo Guidice, Kevin Haertzen, Esther Ofulue, Nader Safari-Shad, and George Smith.

Absent: Karen Allen, Martha Drummond (Sab), Osama Jadaan (Sab), Stan Lukowski, Dick Klawiter, Louis Nzegwu, Kris Wright.

Meeting convened by Tom Lo Guidice at 4:00 PM in Brigham 320

1. Minutes from Tuesday, April 4th, 2006 were approved.

2. Appointment of the secretary of the day – Nader Safari-Shad volunteered.

3. Teaching Excellence Award subcommittee chairman Ben Collins reported on the applications. The deadline for TAE is May 2, 2006. The findings and recommendations of the subcommittee will be discussed in the next ILC meeting.

4. Tom Lo Guidice brought up the issue of procedural changes and any recommendations for the CIF grant in the next year. After much discussion, on the amount of money, number of projects, etc. no solid recommendation was suggested. Only that the next year’s ILC committee is urged to start the decision on the CIF grant early. George Smith made a motion that the process and procedure for CIF should be reviewed by November 6th, 2006 before the forms go out. The motion was approved.

5. George Smith talked about the next steps after the statistical analysis of NSSE data is completed and its report is updated. NSSE concerns were passed around. A discussion of the draft letter written by George Smith took place. It was suggested that

   • Tom Lo Guidice will sign the form and Both Carol Sue Butts and the Student Senate Representative will be “cc’ed.

   • Tom Lo Guidice suggested that the URL for NSSE be added to the letter for reference.

   • Kevin Haertzen suggested modifying the last sentence in the draft.

6. Other issues:
• Tom talked about conference planning grant and upcoming faculty development workshops in May 2006.

• OPID grant fliers are out and the deadline is April 20, 2006.

• Mu-Ling Chang explained the procedure for next year’s selection of distinguished lecturer.

7. Meeting was adjourned at 5:06 PM.