Improvement of Learning Committee  
Tuesday, September 19, 2006  
4:00 p.m. – 320 Brigham

**Present:** Carol Sue Butts (Provost), Laura Anderson, Ben Collins, Kevin Concannon, Martha Drummond, Kevin Haertzen, Dick Klawiter, Stan Lukowski, Tom Lo Guidice, Louis Nzegwu, Esther Ofulue, Rhea Presiado, Sue Price.

**Absent:** Gwen Coe

**Guest:** Kathy Lomax, Warner Smidt

The meeting was called to order at 4:00 p.m., in 320 Brigham, by Carol Sue Butts.

**Appointment of Secretary of the day:** Kevin Haertzen

1. **Introductions.** Members introduced themselves.

2. **Duties and Purpose.** Carol Sue gave an overview of the tasks to be done by the Improvement of Learning Committee (ILC) for the 2006-2007 school year. Carol Sue distributed and reviewed the purpose and duties of the ILC from the 2006-2007 Employee Handbook.

3. **Membership.** Carol Sue asked that the membership list be updated.

4. **2006/2007 Meeting Dates.** Carol Sue distributed a schedule of the future meeting dates, which included the schedule of when the subcommittee recommendations are to be made to the ILC.

5. **Yearly Activities/Subcommittees.** Carol Sue lead discussion on the ILC yearly activities and how we use subcommittees to help accomplish these tasks. Carol Sue expressed her feeling that the University needs to recognize faculty/staff civic engagement. She feels that the recognition of a service component is missing in our faculty/staff awards. She would like ILC to develop standards for such an award dealing with civic engagement.

A sign up sheet was passed around for the subcommittees.
Subcommittee Compositions:
   a. Sabbatical (F) and Pioneer Distinguished Lecturer (Sp)
      Louis Nzegwu (BILSA)
      Martha Drummond (LA&E)
      Ben Collins (EMS)
   b. CIF and SoTL (F & SP)
      Rhea Presiado (LA&E)
      Sue Price (BILSA)
      Kevin Haertzen (EMS)
   c. NSSE and HLC (F & SP)
      Tom LuGudice (Education)
      Laura Anderson (LA&E)
      Esther Ofulue (BILSA)
   d. TEC Advisory and OPID (F & SP)
      Ben Collins (EMS)
      Gwen Coe
   e. Teaching Excellence Award, Underkofler and Regents Award (F & SP)
      Stan Lukowski (EMS)
      Kevin Concannon (LA&E)
      Esther Ofulue (BILSA)

6. **TEC 2006/2007 activities.** Tom Lo Guidice indicated that work needs to begin immediately on TEC spring proposals. He noted that funding in the past has usually been fine, but this year is a bad year ($6000.00).

7. **Election of Chair.** Ben Collins was nominated for chair by Esther Ofulue, and seconded by Louis Nzegwu. Ben was then elected Chair (unanimous).

8. **Next Meeting Date.** The next meeting date will be October 3, 2006, 4:00 p.m., 320 Brigham Hall.