Improvement of Learning Committee
Minutes of the 3 Nov 2009 meeting

Members in Attendance: Cathy Cornett, Shane Drecinsky, Duane Ford, Beth Frieders, Kevin Haertzen, Colleen Kaiser, Ahyoung Kim, Rea Kirk, Leonida Ljumanovic, Tom LoGuidice, Colleen McCabe, Tera Montgomery, Esther Ofulue, George Smith, Adam Stanley, Keith Thompson, Joanne Wilson

Called to order at 4:02pm

Approval of past minutes
Smith moved to approve minutes of the 20 Oct 2009 meeting. Montgomery seconded. Passed unanimously.

Announcements
1. Smith mentioned the TEC Wine and Cheese event, Weds 12 Nov 3-4:30pm
2. Smith brought up topic of LoGuidice retirement as of 24 May 2010, and TEC will need a new director. A discussion followed:
   a. What percent release should the position be? Currently is 25% time, but this committee could recommend that it be 50%. Would need to request from campus a budget to fund increase time (vs. requiring director to find external funds to support him/herself, which would only negate extra time due to fulfilling the grant itself). Monies to fund additional percent time could be included on next biennial request.
   b. What is the mission and structure of the TEC itself, what should it be called, to which other programs is it aligned?
   c. It was agreed to create an ILC ad hoc subcommittee to come up with director duties and % time, recommendation on mission and name of TEC (if we change it). Recommendation should be submitted to Vice Chancellor by early January, and thus subcommittee should get a draft to ILC by Dec 2009 meeting. Volunteers for subcommittee: Smith, McCabe, Wilson.

OPID conference grant recommendations
Wilson stated two proposals were forwarded to her, and these were sent along to OPID:
   1. Andrea Coole and Evelyn Martens, on a writing workshop.
   2. TEC / LoGuidice, on International Studies.

Comments on qualities for a new TEC Director
1. LoGuidice was asked to provide his views of qualities/skills a new director needs:
   - grant writing skills
   - fund raising abilities
   - approachable / accessible / outgoing
   - flexible / easy-going
   - organized
- pedagogy knowledge (TEC director works with individual faculty and staff confidentially to assist in improvement of their teaching; perhaps 3-5/semester, and a large % of time is spent on this).

2. **LoGuidice** mentioned the role of TEC director for *campus organization* (how fits into the campus government system):
   - Is ex-officio on International Education council
   - Member of ILC
   - TEC is housed in Learning Technology Center, but is not really a part of it. Recently LTC lost staffing so the TEC staff has taken on technology projects formerly done by LTC (Tonya Stafford still controls D2L).
   - There are no other formal connections with other offices or programs. For example, the director works with MERC only when there are diversity monies.

A general discussion followed about the TEC director position:

**LoGuidice** mentioned the limitations of a 25% position – he writes grants to fund a grad assistant who helps with many tasks (but takes time to write these grants). When the position was 50% (2001?) director had to write grants to fund own position, then much time was spent writing, administering and reporting on these grants. **Thompson** mentioned that if this is the case, then this warrants asking for an increase in percent time for position, so that director has time to devote to campus issues and needs (rather than dealing with grants).

**LoGuidice** mentioned that TEC director has no true goals / missions. Instead, he acquires monies and these dictate what direction TEC goes (such as diversity monies, or SoTL monies). Also, his individual professional interests drive where he might get monies or spend time.

**Ford** mentioned: a) that the going rate for a full-time lecturer is $36K+benefits, and b) at times the SoE has covered the cost of LoGuidice’s loss by covering his load internally. When asked if possible to get additional monies to fund an increase in TEC director percent time, **Ford** stated the future budget was questionable.

**Kirk** stated that a campus’ budget usually is reflective of its priorities, and that if this campus (a teaching institution) considers teaching excellence important then it should consider the TEC director a budgetary priority also.

**Adjourn**
Moved by **Smith**, seconded by **Ofulue**. Adjourned at 4:42pm.

Respectfully submitted,
Beth Frieders