IMPROVEMENT OF LEARNING COMMITTEE

Minutes
Tuesday, November 16, 2010


Meeting called to order at 4:00 p.m.

1. Minutes of Tuesday, November 2 meeting approved as amended (called to order at 4:00 p.m. on November 2).

Announcements

2. K. Thompson announced that ILC's editorial changes to this year's Curriculum Improvement Fund (CIF) guidelines had not been included in original posting. K. Lomax will post the updated guidelines on the Sponsored Programs website.

3. K. Thompson asked that ILC member review guidelines for the Teaching Award and consider criteria changes, e.g., classroom observations, timing.

4. G. Smith announced recent & upcoming events for the Teaching & Learning Center (TLC).

5. K. Lomax announced that Sponsored Programs would be attempting to “go paperless” on grants, with proposals posted to the S Drive so ILC members could review them. Size of files is a concern (i.e., less than 10 m).

6. K. Lomax clarified CIF dates, and responded to a question regarding CIF salaries (i.e., summer payment vs. academic year “backfill”).

7. K. Thompson indicated a phrasing difference between UW System guidelines for sabbaticals and how UW-Platteville has promoted eligibility.

8. Review of TLC Plan for 2010-11

G. Smith distributed copies of the 2010-11 plan for the Teaching & Learning Center, indicating that the renaming of the Center (from Teaching Excellence Center) added development of student workshops to the TLC duties. Smith thanked the TLC subcommittee (T. Carrothers, L. Ljumanovic, D. Schuler) for their review & input.

ILC committee members made a variety of suggestions for improving the operation of the TLC.

a. Survey department chairs regarding faculty needs;
b. Employ the campus radio station & TV channel to promote events;
c. Employ text messaging & Facebook to promote events;
d. Consider expansion of podcasts & streaming;
e. Do a better job of targeting freshman courses (e.g., Intro to College Life, Engineering Success Skills, BioQuest) to promote TLC events;
f. E-mail faculty regarding student workshops, so workshops can be promoted in all classes;
g. Consider working more closely with First Year Experience's Seminars for Academic Success (SAS) in which peers conduct workshops in campus residence halls;

Smith thanked ILC for the suggestions, and will discuss these ideas with TLC co-director Bill McBeth.

Meeting adjourned at 4:50 p.m.

Respectfully submitted,

G. Smith