Improvement Of Learning Committee  
Tuesday, September 2, 2014  
Meeting Minutes

Attendees:

<table>
<thead>
<tr>
<th>NAME</th>
<th>COLLEGE</th>
<th>DEPARTMENT</th>
<th>Attendance</th>
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<tbody>
<tr>
<td>Tera Montgomery (Chair)</td>
<td>BILSA</td>
<td>Agriculture</td>
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<tr>
<td>Elizabeth Frieders</td>
<td>BILSA</td>
<td>Biology</td>
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<tr>
<td>B. J. Reed</td>
<td>BILSA/TLC</td>
<td>Media Studies &amp; OPID Representative</td>
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<td>Swagata “Ban” Banerjee</td>
<td>BILSA</td>
<td>Agriculture</td>
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<td>Biju Venkatshwaran</td>
<td>BILSA</td>
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<tr>
<td>Robert Calcaterra</td>
<td>EMS</td>
<td>Mathematics</td>
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<tr>
<td>Ben Collins</td>
<td>EMS</td>
<td>Mathematics</td>
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<td>Chris Frayer</td>
<td>EMS</td>
<td>Mathematics</td>
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<td>Rachel Becvarik</td>
<td>EMS</td>
<td>Mathematics</td>
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<tr>
<td>Kevin Haertzen</td>
<td>EMS</td>
<td>Mathematics</td>
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<td>Colleen McCabe</td>
<td>LAE</td>
<td>Health &amp; Human Performance</td>
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<td>David Schuler</td>
<td>LAE</td>
<td>Performing &amp; Visual Arts</td>
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<td>Rea Kirk</td>
<td>LAE</td>
<td>School of Ed</td>
<td>☒</td>
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<tr>
<td>Ann Farrelly</td>
<td>LAE</td>
<td>Performing &amp; Visual Arts</td>
<td>☒</td>
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<tr>
<td>Dominic Barraclough</td>
<td>LAE</td>
<td>Representing Provost (non-voting)</td>
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<tr>
<td>Lisa Merkes-Kress</td>
<td>LAE</td>
<td>Recording Secretary</td>
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Guests: Mittie N. Den Herder

Chair Montgomery called the meeting to order at 4:02 p.m.

1. **Introductions**
   - Committee Members
   - Dr. Dominic Barraclough – Provost Designee
   - Lisa Merkes-Kress – Recording Secretary/Website Content Steward

2. **Duties and Purpose of Committee & Expectations of Committee Members** (M. Den Herder)
   Reviewed what ILC’s charge is and discussed the importance of the committee.

3. **Business from Last Year/Recap** (T. Montgomery)
   - Approval of Minutes from 5-6-2014 ILC Meeting
     - Reed moved to approve the minutes, seconded by Haertzen. Minutes approved.
   - By-laws approval finally completed August 27, 2014
   - Teaching awards
     - The Regents and Underkofler award call for nominations are now due during fall semester.
   - Grants: SoTL & CIF
     - Will work on call for proposals deadline this year and moving the curricular improvement fund back to the colleges.
• Faculty College Participants
  ➢ ILC will be working with the Provost Office to help create awareness.
• NSSE
  ➢ The 2014 results have been received; ILC will be presented with the results again this year.

4. Election for Chair for 2014 -2015
• Selection of Vice Chair/Secretary
  MOTION: Collins moved to nominate Tera Montgomery for chair, Montgomery accepted, seconded by McCabe. Motion approved.
  MOTION: Reed nominated Ben Collins for the position of vice chair/secretary, Collins accepted, seconded by Kirk. Motion approved.

5. Sub-Committee Assignments and Discussion of the Year’s Calendar/Projects/Goals
• We will need to replace Muthu Venkateshwaran due to conflicts his schedule.
• Chair Montgomery discussed the various sub committees, responsibilities, and passed a sign-up sheet to volunteer to be on one of the sub committees.
• We will discuss becoming a commission vs. a committee. Membership on a commission would be elected, not voluntary, and a commission would have more power to set policy.
• Discussion will take place regarding where AOC fits in with ILC.
• There will be an extended discussion about the definition and the difference between 100-level, 200-level, 300-level, and 400-level courses.
• We will discuss how to communicate the importance of general education courses to students.

6. Other Business or Announcements
• TLC, BJ Reed discussed the online teaching development units. Contact Reed to sign up.
• Performing and Visual Arts, Schuler announced the many performances that will be coming up this year. Faculty Gala is this Sunday at Brodbreck Concert Hall.
• Provost, Nimocks Den Herder would like ideas for speakers on the topic of outstanding education, contact Irfan Ul-Haq or Provost Nimocks Den Herder.

7. Next Meeting Tuesday, September 16, 2014:
• Val Wetzel & Kim Schmelz – Distinguished Lecturer
• Dawn Drake

8. Adjournment
No other business to be conducted, chair Montgomery adjourned the meeting at 4:51 p.m.

Respectfully Submitted

Ben Collins, Vice Chair/Secretary
Lisa A Merkes-Kress, Recording Secretary