

## **TLTR and Effective and Innovative Teaching and Learning Committee Meeting (EITLC)**

**February 11, 2009**

**Attendees:** Elise Tomlinson, Colleen McKenna, Grant Rich, Denise Blankenship, Jill Hanson, Jill Dumesnil, Hildegard Sellner, Marnie Chapman, Susie Feero, Ron Hulstein, Mary-Claire Tarlow

### **Brown Bag Topics**

The Effective and Innovative Teaching and Learning committee (EITLC) met this semester and wants to have a series of brown bag discussions to explore ideas and best practices for teaching and learning. TLTR is planning a brown bag series to look at technology integration in teaching and learning. Merging the two might create a critical mass. Topics EITLC has considered include:

- When it's good and when it's bad to hand out class notes
- Helping distance students with writing
- Best practices
- Energizing students
- Aligning assessments with course objectives.

We discussed ways to make the sessions relevant to both F2F and distance faculty. Elise suggests integrated sessions that encompass a distance learning technology and pedagogy. Jill D. suggests as an example that we have a session on advising and discuss best practices, and then discuss how we might incorporate technology such as Elluminate.

### **Scheduling**

Elise suggested an hour-long session: ½ hour show and tell, followed by half hour of discussion to make them more flexible for people who want to come for part of the session. To ensure that Sitka and Ketchikan can be involved, hold sessions in a room where we can broadcast them.

Schedule must be designed to give everyone a chance to attend at least some of the sessions – not always on the same day at the same time. Suggestions included:

- Mary Claire: choose a Tuesday and a Friday to combat the fact that people teach on TU/TH, or MWF. Two sessions every two weeks with TLTR in charge of a topic for the first week and EITLC in charge of the next. Do the same session on a Tuesday that we do that Friday. Less preparation, more opportunity for people to attend.
- Elise: it might be hard to get a presenter who could commit to two time periods. Suggests doing each session once and recording it for those who can't attend. Worries about critical mass if we offer the same session twice.
- Marnie: prefers the idea of doing the same thing on both days.

Three scheduling options were proposed:

**OPTION A:** Every other week, hold two sessions - one on a Tuesday and one on a Friday. The Tuesday and Friday sessions would be the same.

**OPTION B:** Every other week, hold two sessions - one on a Tuesday and one on a Friday. The first week, the Tuesday session would be a topic for face-to-face instructors and the Friday session would be a related topic for distance instructors. Two weeks later, the Tuesday topic would be for distance instructors and the Friday session would be for F2F.

**OPTION C:** Hold one session every other week, one week on a Friday, and the next on a Tuesday. Accept the fact that not everybody will be able to attend and record it for those who cannot attend

**Option C was the most popular. We will proceed with this option.**

## **Promotion and Survey**

Jill D. suggests that we use this semester as a test case. Try it out this semester, work out the kinks and get something more organized together for next semester. Elise agrees that we should just get rolling for this semester – try to get two or three done to get feelers out.

Elise suggests that we survey potential attendees to find out what topics interest them. Start with paper surveys at the sessions this semester, then prior to fall convocation send out an online survey. Ask for volunteer presenters at that time. Jill D. suggest including an area where people can write in topics. Elise will create the initial survey to get the ball rolling and will send it to us for feedback.

Need to make sure that we provide advance notice about sessions. Elise suggests that we create a Google Calendar with alerts that go out with enough advance notice to get people involved. Ron suggests a kick-off at convocation – broadcast our topics at convocation and encourage people to come.

## **Success of Cultural Infusion Workshop**

What made the Cultural Infusion workshop at spring convocation such a success? Mary Claire says that sessions need to be interactive – include discussion pieces. She introduced the topic for about 20 minutes then broke attendees into five or six groups. Each group discussed the topic and then a member of each group presented to the full group. Attendees need to be assured that they don't have to be experts in the topic.

What was key to getting people there? Marsha says the dean urged people to go and there were no other conflicting convocation events.

## **First Session Planning**

Attendees agreed that the first topic will be small group discussions. Ron suggests that we have two F2F and two distance instructors. Elise will ask: Emily Wahl, Kevin Meyer, Kathy DiLorenzo, Rick Wolk, Brian Edmunds, Sherry Tamone. Each presenter could do five minutes and then the rest will be discussion.

Elise will send out a Doodle to schedule the first session. Target date is before spring break (but NOT the Friday before spring break).