

Minutes
USG CTL Consortium
Tuesday, March 24, 2015
09:00 – 16:00
Armstrong State University

Attendees:

Alan Brasher	East Georgia State College
Mary Carney	University of North Georgia
Laura Carruth	Georgia State University
Claudia Cornejo Happel	Georgia Southern University
Michael Crafton	University of West Georgia
Becky da Cruz	Armstrong State University
Lauren DiPaula	Georgia Southwestern State University
Ginger Durham	Board of Regents
Brian Etheridge	Georgia Gwinnett College
Chase Hagood	University of Georgia
Cher Hendricks	University of West Georgia
Sarah Hepler	Georgia Highlands College
Susan Hrach	Columbus State University
Judith Longfield	Georgia Southern University
Deborah Richardson	Georgia Regents University
Marina Smitherman	Dalton State College

Meeting began at 9:00 with welcome by Mary Carney, Chair. Cards were passed around to sign a thank you to Linda Noble and Mike Rogers for their work in this group. Plaques and cards will be presented to them at the USG Teaching & Learning Conference in Athens in April.

Deborah Richardson, GRU, agreed to record minutes.

Introductions were made.

Ideas for Faculty Development: Share Your Successes

- David Pollock (Bainbridge) has been using live Collaborate to offer 10-minute teaching tips. See www.bainbridge.edu/10-minute-tips
- Sarah Hepler (Georgia Highlands) has been doing an online Faculty Academy using Collaborate
- The group discussed the challenge of outreach and overloaded email boxes. We discussed the importance of the subject line for attracting attention. Cher Hendricks (University of West Georgia) embeds something funny in her messages to encourage recipients to read them.
- “Classroom Technology for Humanity and Sanity” series: focus on what tools do rather than what tool is.

- Judith Longfield (Georgia Southern University) shared her script for training about classroom management and for teaching about auditory and visual learning.
- Deborah Richardson (Georgia Regents University) described the GRU Faculty Development Fellowship, which brings two faculty members with 20% release time to work with the Office of Faculty Development and Teaching Excellence to support existing programs and develop new ones.

Ginger Durham, USG Director of Faculty Development, offered “News and Dialog with the USG System Office”

- Plans for New Deans and Department Heads workshop every year in late January (with coffee).
 - Several suggested that the meeting be more interactive, case-based.
 - Additional suggest that “New” be dropped and the audience widened to all administrators.
- Reminder to post materials in CTL Dropbox folders. Send a note to Ginger (Ginger.Durham@usg.edu) if you do not have access to the Dropbox.
- Quality Matters and Magna Commons
 - USG will no longer be able to take payment from Centers before July 1.
 - not too late to get Magna Commons this year, and subscription will be good until the end of February.
 - we might be able to get Mentor Commons (i.e., 20-minute Mentor) at discount
 - YouTube Channel: the University System of Georgia, Office of Faculty Development is moving from iTunes U to YouTube as a platform for the housing and distribution of faculty development content. The iTunesU site will cease operation on August 1, 2015. The organization of the YouTube files will be chronological by academic year and placed into "playlists". View the YouTube site at <https://www.youtube.com/channel/UCjYFVnRVBdpEijA4mywDuGw>
- Considering a fall face-to-face workshop for the CTL Consortium. Possible topics include
 - assessment
 - self-presentation
 - management, budget
 - advertising
 - grant writing
 - communication and marketing plans
 - faculty motivation/expectations
- Mini-grants: USG Office of Faculty Development has access to some funds to help support Centers for Teaching and Learning. Volunteers will be solicited to serve on committee to plan and review applications for these funds.
- Possibility of a USG SoTL Fellows program
 - one person selected by CTL from each institution
 - orientation session at Teaching and Learning conference
 - week-long summer institute
 - Saturday work sessions 2 times per semester

- poster session next year at Teaching and Learning conference
- funding: travel + \$500 stipend.

Dr. Michael Crafton made a presentation on LEAP States Georgia the “local” version of the AAC&U LEAP initiative (<http://www.aacu.org/leap>). The Georgia initiative has a coordinator, a steering committee made up of an administrator and a faculty member, and a local university faculty group on each campus. We proposed that CTL Directors be invited to serve on LEAP States Georgia steering committee and to receive communications about activities of the group.

Lunch on own at local restaurants.

In the afternoon, report from attendees on *Workshop for New Deans and Department Heads*. Members of the Consortium suggested that the role of the CTL Directors at the Workshop was unclear. Some suggested more interaction, especially across campuses, and less emphasis on legal issues. Overall, the group indicated it was highly valuable and should continue as an annual event. Perhaps even seasoned academic leaders would want to attend. Discussion was held to identify other programs that would be beneficial for our institutions.

Announcement that Christy Talley Smith has been asked to join us for the fall GA-CTL meeting to talk about eCore. She has agreed to do this.

Review of By-Laws: Proposed Changes

https://docs.google.com/file/d/0B7aHWaEVtWkydIQzMzhFNIVTSVE/edit?usp=doclist_api

- The process of electing new officers was discussed. For the last years, there has been no Chair Elect or Immediate Past Chair officially integrated into the leadership. We chose to return to the bylaws and hold elections in spring and identify these three officers.
- Currently, Article III. Executive Committee states that “Elections are held during the **fall with service starting immediately.**” It was recommended that we hold elections in spring to have officers in place to plan academic year. Proposed revision: “Elections are held during the **spring with service starting in July.**”

Elections were discussed. Deborah Richardson was nominated to serve as Chair and Sarah Hepler as Chair Elect. Because a quorum was not present, we were not able to complete the vote. Voting will take place by email.

Meeting concluded at 4:00 p.m.