

Teaching and Learning Council

Minutes for October 18, 2017

Present: Helene Anthony, Michelle Bunagan, Judi Cook, Brenda Leake, Amy Moyer, John Oliver, AJ Richards, Anne Marie Maratea

Excused: Louis Ferrara, Zachary Mulhern

1. Review of meeting minutes for 10/4/17 – Minutes approved with the following revision: Bill Keep is no longer on the Council; remove his name from Excused list.
2. Discussion on TLC's Revised Charge as Directed by Steering
 - a. John spoke with Cindy Curtis regarding the addition of advising in TLC's general charge. "It (TLC) makes recommendations in the areas of teaching and advising to the Committee on Academic Programs and the Committee on Faculty Affairs." She indicated that should advising issues/charges arise, we are able to invite members of the campus community from outside the council to attend meetings and provide expertise on advising. For example, KT Elliott, who was the Chair of the dissolved Advising Council, can be asked to attend and give a summary of the council's previous work. John will follow up with KT and invite her to our 11/15 meeting. We may also consider inviting Erica Kalinowski, the Assistant Director for Academic Advising from the Center for Student Success.
 - b. Brenda suggested that we ask Steering to consider expanding the council and add a member with this expertise (e.g. someone from the Center for Student Success).
 - c. We currently have no specific advising charge.
3. Steering Charge on Online and Blended Learning
 - a. Members provided summaries for the various surveys, and Amy compiled these into a single document. The council was asked to review and revise this in preparation for our next meeting.
 - b. Judi expressed concerns about this document being posted online, given the discussion of various survey results. As for our recommendations to Steering, Judi suggested we recommend creating a system for online course observations.
4. Update from the Director of Instructional Design, Judi Cook
 - a. Judi sent out an email regarding upcoming training for Blended and Online Course Development. So far, 8 faculty have applied, including 4 adjuncts who will be supported by funding from deans. Course content developed by these adjuncts will then be owned by TCNJ. There was some listserv issue, as some faculty reported not having received the email. Judi to follow-up on this.
 - b. A video conferencing workshop will be 10/25 at 12:30PM. Registration can be done on the instructional design webpage.

- c. Judi and the Instructional Design faculty fellows took a tour of the Maker Space available in IMM. IMM looking for ways to use Maker Space to foster collaboration with other departments. Maker Space Brown-Bag to be held Friday, 10/27 at 12:30PM.
 - d. Judi and the faculty fellows are aiding the School of Business, which is working on developing an online MBA.
 - e. Judi recently presented at a School of Engineering meeting and discussed ways to use Canvas. Future presentations at other Schools/Departments in the works.
5. Update from the Director of CETL, Brenda Leake
- a. The new Center for Excellence in Teaching and Learning - Forcina 241 (located inside Suite 253) is now functional, with a phone!
 - b. New Faculty Cohort: First Fridays Series going well.
 - c. Learning Communities
 - i. Achievement Gap LC – Update from Amy Moyer
 - 1. Presenting in three weeks at Monmouth University.
 - 2. Data Summit will be held 10/25. Donald Leake has prepared a press release. About 20 attendees from outside TCNJ have registered. Brenda suggested using the Data Summit to solicit for new volunteers for the LC.
 - ii. Student Feedback LC – Update from Helene Anthony
 - 1. The LC met and were trained by Associate Provost Kit Murphy to do mid-semester feedback. The LC plans to approach new faculty, offering that the LC members could visit their courses to conduct a mid-semester feedback session. Ideally, then these faculty could also be trained to facilitate feedback sessions for other faculty. Since Kit is presenting Feb. 2nd for the First Fridays series, it was suggested that time be used at the start of his session to solicit volunteers from the new faculty cohort. Helene to approach Kit about this.
 - 2. Interested in revising course feedback questions.
 - iii. Ensuring Life-Secure Community - No update
 - d. Collegial Connections Corps (C³): 24 faculty members (with representation of 6 schools) have signed up to serve as mentors for the Collegial Connections Corp. The call for mentees went out 10/17. Already there are 12 self-identifications. The call will be open until Monday 10/23. A launch event is planned for Friday 11/10, with speaker Dr. Lynn Shollen, co-author of *Faculty Success Through Mentoring: A Guide for Mentors, Mentees, and Leaders*.
 - e. Good Reads Initiative:
 - i. John Olliver suggested that we consider/discuss the purpose of the Good Reads Program, as that might influence our book choice. Brenda indicated that it should stimulate dialogue and be something faculty and staff are comfortable reading and discussing with the campus community.
 - 1. *Book of Joy* – Anne Marie indicated that while she really liked the book, it was very personal, and framing it as a positive response to negative current events might cause conflict.

2. *Show Up As Your Best Self* – Is a self-help book with personal stories. It follows up on the Slow Professor in meaningful ways, and follows the theme of mindfulness.
 3. *The Undoing Project* - About the decision-making process and the development of the field of behavioral economics. AJ liked it, but indicated there was some foul language. Could generate some interesting discussion regarding the learning process, collaboration with colleagues, subjective truth, etc.
 4. *Courage to Teach* – Amy liked it. It is an older book, and likely already read by some on campus. The author Parker Palmer is well-liked, and there is sufficient material to pull out for discussions. The topic is general, so it could be applicable to staff as well as faculty.
 5. *Cheating Lessons* – School of Business recently read this together. Michelle indicated that it starts off feeling negative as it discusses the prevalence of cheating, but then moved into discussing how to create a classroom environment where students are intrinsically motivated and less likely to cheat. The classroom strategies were practical and interesting.
 6. *Deep Work* – Seemed like it would put people on the defensive.
- ii. The council was most supportive of *The Undoing Project* and *Courage to Teach*. Brenda asked TLC to look at these books before meeting 11/1. A final decision to be made at that meeting.

Respectfully submitted by Michelle Bunagan