

Idaho State University  
**Council for Teaching and Learning**  
Minutes

Tuesday, October 13, 2009

4:00 PM

Faculty Senate Conference Room REND 301

In Attendance: Groome (Chair), Hertz, Leung, Schou, Gee, Neill (Vice Chair), Rhoads, Diedrich, Hill, Wong, Turley-Ames

Excused: Enos, Rudd

Absent: Albright, Eley,

Non-voting: Wallace (Recording Secretary), excused

1. Approval of Minutes from September 8, 2009.

**ACTION:** The minutes from September 8 were not yet finished, and a motion to approve these minutes was **deferred** until the meeting of November 10.

Kandi-Turley Ames was introduced to the group, as the representative from Academic Affairs.

2. Discussion of Sub-Committees for Agenda Items, 2009 / 2010

Groome mentioned that he had met with Ken Trimmer and other members of the Curriculum Council regarding Phase II of the General Education Program Requirements. Dr. Turley-Ames confirmed that the Faculty Senate was in the process of organizing a charge to several councils in which two faculty members would contribute to a joint task force on this problem, to allow Curriculum Council to also work on other pressing matters. Groome asked if a subcommittee from CTL should only include two members or three, including himself, and Dr. Turley-Ames suggested the intent of Faculty Senate was in line with the latter format, with two faculty members including herself and one other CTL member, as well as the Chair. This strategy was agreed upon. Then, Groome reiterated agenda items in which he suggested four subcommittees from all members of the CTL to tackle the following agenda items for this year:

- Advising Information Dissemination, Web and Other
- Recognition and Merit for Advising Activities by Faculty
- Training of Faculty in Advising Activities. Advising Success Strategies
- Phase II Assessment

Discussion followed regarding the responsibilities of each committee. It was decided that these agenda items could best be approached with 3 subcommittees as follows:

Advising Information, Training of Faculty, and Success Strategies

Recognition and Merit for Advising Activities by Faculty

Phase II Assessment

**ACTION:** Cindy Hill moved that CTL adopt the above strategy of forming 3 subcommittees to handle the overall agenda, seconded by several members of the present members in attendance, with **unanimous acceptance**.

Members in attendance then volunteered to serve on these committees as follows, with one member of each sub-committee volunteering to serve as leader:

Advising Information, Training of Faculty, and Success Strategies

Joanne Hertz, leader  
Maria Wong  
Mark Neill  
Dana Diedrich

Recognition and Merit for Advising Activities by Faculty

Cindy Hill, leader  
Sue Schou  
Bryan Gee  
Solomon Leung

Phase II Assessment

Jim Groome, leader  
Kandi Turley-Ames  
Teena Rhoades

Groome noted that he would assign absent members to one of these committees in the following week.

3. Discussion of Goals and Objectives for each Sub-Committee

The following points were raised by the members of CTL regarding important goals and objectives for each of these subcommittees:

Phase II Assessment

The Faculty Senate is in the process of putting together a charge to form a task force or committee to collect meaningful data to drive ongoing discussions of the General Education requirements. The specific charge would include a goal to provide input regarding Assessment of the success of the General Education Program to provide the means for Idaho State University students to have accomplished General Skills and Abilities as well as a Broad Knowledge in the Liberal Arts.

### Recognition and Merit for Advising Activities by Faculty

One goal discussed here was to provide information on Faculty Advising to the Faculty Senate with respect to deliberations on the ongoing workload policy. Included here is percent of time faculty spend on advising, where advising fits into such a policy and to identify the varied advising activities that faculty engage in.

### Advising Information, Training of Faculty, and Success Strategies

Goals identified here included a review of best practices, current practices, missing pieces, web considerations, information dissemination, training needs and success stories.

Groome agreed with Reynolds' suggestion about focusing on e-advising. He had explored the Advising website routing paths and came up with several suggestions for improvement, of which he listed two. He asked Council members to each come up with two suggestions of their own for improving the website and send them to him. He will compile a list for the Council to consider.

#### **4. Adjournment: 5:00 p.m.**

The next Council meeting was tentatively scheduled for **Tuesday, November 10, 2009**.

Respectfully submitted,

Jim Groome  
Chair, CTL

Approved by Council for Teaching and Learning: November 10, 2009  
Accepted by Faculty Senate: November 30, 2009