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Faculty Development minutes 03/28/2012

Faculty Development Committee

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Faculty Development Committee meeting minutes
Wednesday, 3/28/2012

Present: Gordon McIntosh, Rita Bolluyt, Siobhan Bremer, Matt Fredericks, Farah Gilanshah, and William Straub
not present: Allison Wolf

Visiting: Adele Raymond, representing the Dean's Office; and LeAnn Dean, Director of Briggs Library

Minutes were approved as submitted by Allison. Reminder that after the minutes are approved, they should be forwarded to Jane Blodgett in the library so that they can be posted on the Digital Well. Gordon said he would send an e-mail to Allison to remind her about forwarding her minutes.

LeAnn Dean distributed a list of new books acquired for the "Faculty Center for Learning and Teaching Collection" which is currently hosted on the fourth floor of the library. There are also two comfortable chairs up there.

In addition to the description of the Learning Commons that LeAnn previously sent, she provided a brief history of working towards the establishment of a Learning Commons at UMM. She described the Learning Commons as being a partnership of the Technical Help Desk, research assistance (library reference), Office of Student Assistance, peer tutoring, and the Writing Room. This collaborative space, most likely situated on the main floor of the Library, would provide a collaborative space for students and staff to work together as well as a triage center for directing questions and offering information.

LeAnn envisions the Learning Commons as also providing space and perhaps some technical help through Media Services for faculty. Although the Library and Learning Commons will not provide staff for a faculty center, said Learning Commons could provide a comfortable and inviting space for faculty to meet and to direct people to where assistance might be available, in addition to helping schedule mentor meetings. The Library would continue to provide space for faculty information resources and books.

It was agreed that the FDC supports a Learning Commons that includes a comfortable, flexible faculty space realizing the limits of budgets and staff. This will be included in the Learning Commons final report.

Discussion moved on to plan the schedule for the Fall Professional Development Day. Although The Office of Community Engagement and Center for Small Towns and Office of Sustainability offered to be part of the planning process, the Dean has charged the FDC with this planning. William will contact the other groups for input after we have decided a schedule.

It would be nice to have coffee and tea and perhaps snacks (depending upon budget) to begin the day. Probably will not invite the Chancellor to speak but rather have the Dean and FDC Chair talk for 10 minutes to introduce the day.

Maybe Dave Roberts can talk about committees -- provide more detailed information about what the committees do and some of the tasks expected. We could invite a Senate member.

Three areas of service: U of M service, broader community service, and student MCSA

It was decided not to invite the mayor to speak in the morning, but rather to speak at the picnic as normal.

11:45-12:30 professional service panel of what people do and how they're involved. For example some faculty aren't fault in editorial boards, review boards, and/or chairing professional committees. The panel could be made up of members of the faculty, P&A, etc. who each provide an overview of how they are engaged in service. We discussed e-mailing and compiling a survey this spring to provide people with a list of service activities in which colleagues are currently engaged. However e-mails are not necessarily responded to with great frequency. Perhaps during the session or in the morning opening session, note cards or Post-it notes could be distributed to solicit people's involvement in service activities. These cards could be put up on easels or boards for participants to peruse during break time. An activity such as this would most likely engage participants to greater extent than passive listening. Such an activity could help participants to brainstorm their own ideas of how they can engage in service activities and also see what others are doing.

After lunch, folks will break into groups for smaller sessions. There was a discussion of possible speakers for the informal sessions. For example the balance and workload session should be presented by a senior faculty member who exhibits balance and handles their workload well.

Adele will reserve Imholte 109 for the morning of August 13, Oyate for lunch, and numerous smaller rooms in Imholte for discussions that afternoon.

The schedule discussed and decided upon can was this:

Professional Development Day
Proposed Schedule
8/13/12

| Time | Category | Title | Personnel |
|------------|------------------|----------------------------------|---|
| 8-8:45 am | | Coffee/Tea, breakfast items | |
| 8:45-9 am | Opening Remarks | Outreach and Service | Bart Finzel/Chair of FDC |
| 9-9:50 am | Internal Service | So You Want to be on a Committee | Convener plus reps from various committees at UMM, U Senate, MCSA |
| 9:50-10 am | Break | Coffee/water | |

| | | | |
|----------------|-----------------------|--|---|
| | | | |
| 10-11:30 am | Community Service | Morris, How Can We Serve You? | Arne Kildegaard (CST), Argie Manolis (Community Engagement) 45 min. each) |
| 11:30-11:45 am | Break | | |
| 11:45-12:30 | Professional Service | Activities in My Field | Various Faculty |
| 12:30-1 pm | Lunch and Socializing | | |
| 1:30-2:10 pm | Informal Sessions | Teaching Millennial Students | Bezanson |
| | | Promotion, Tenure and the Faculty Enrichment Program | Division Chairs, Bart Finzel, FDC Chair |
| 2:15-2:55 pm | Informal Sessions | International Students | Pilar, 1 Faculty |
| | | What does sustainability mean at UMM | Troy Goodnough |
| 3-3:20 pm | Tea/Dessert Time | | |
| 3:20-4 pm | Informal Sessions | Establishing a workable workload | Faculty Affairs Committee |
| | | Grants for service projects | Grants Development |
| 4-4:15 pm | Closing Remarks | You're Ready, Set, Go | Jacque Johnson |

The time being past 12:30 p.m., the Chair adjourned the meeting and stated that planning for Fall Professional Development Day will continue at our next meeting in two weeks on Wednesday, April 11.

Minutes submitted by William Straub
Updated with corrections 4/12/12