

PROFESSIONAL DEVELOPMENT SUBCOMMITTEE MINUTES
CALIFORNIA STATE UNIVERSITY, FRESNO
5240 North Jackson, M/S UC43
Fresno, California 93740-8023
Office of the Academic Senate
Ext. 8-2743

February 26, 2008

Members Present: J. Schmidtke (Chair), K. Ayotte, R. Bohlin,
K. Howard, J. Moore, V. VanVleck.

Members Absent: A. Alexandrou, G. Kriehn S. Miller,
J. Redd-Williams (excused), F. Ringwald,
C. Sham Choy.

The meeting was called to order by Chair Schmidtke at 10:10 a.m. in the University Center, Room 202.

1. Minutes. MSC to approve the Minutes of 12/10/2007 with amendments (correction of date for Regional Conference on Excellence in Teaching and Learning).
2. Agenda. MSC to approve the Agenda as distributed.
3. Communications and Announcements.
 - a. Senate – none.
 - b. Center for Enhancement of Teaching & Learning (CETL).
 - Regional Conference on Excellence in Teaching and Learning (Friday, March 28, 2008).
 - Submissions are significantly lower than in previous years. Subcommittee members are asked to encourage colleagues to submit proposals.
 - Amy Driscoll will deliver keynote address.
 - R. Bohlin asked Subcommittee members to volunteer as reviewers.
 - Enhancement of Teaching and Learning Grant Proposals.
 - 31 total (12 in Fall 2007, 19 in Spring 2008)
 - CETL hired a new administrative assistant, who is working out well.
 - CETL is developing a news journal that will be 4 pages, glossy format, featuring several articles on teaching and learning. 2 issues per semester are planned.

- CETL Reading Groups.
 - One on Robert Boyce's *Advice for New Faculty Members*
 - One on the online book, *Tips and Thoughts on Improving Teaching*, by Joe Hoyle
 - Partners in Excellence peer coaching continues to proceed successfully.
- About 12 people completed the Teaching, Learning, and Technology Certificate Program.
- E-Scholars program is partnering with CETL and Digital Campus to provide instructors with training needed to develop projects that can be used in conjunction with the Accessible Technology Initiative.
- CETL will sponsor a March 5 workshop with a focus on the audio conference (45 participants enrolled already).
- c. Carnegie Foundation – none (C. Sham Choy is absent).

4. Ongoing Business.

- a. Off-year RTP process – G. Kriehn is not present to discuss his report.
- b. Family/child care support for faculty.
 - Results of recent family policy satisfaction survey are still pending.
 - J. Schmidtke relayed informal discussions about a child-care co-op.

5. New Business.

- a. Meeting time – Second Tuesday of each month, 10:30 -11:30 a.m.
- b. Leadership Minor.
 - J. Schmidtke noted that, while the Minor is targeted to students, ongoing discussions indicate potential opportunities for faculty.
- c. New Faculty Orientation Handbook.
 - R. Bohlin reported on development of a handbook to accompany the New Faculty Orientation.
 - Intended to supplement orientation since this past year's experiment of bringing new faculty in one week early proved too expensive.
 - Handbook will be available beginning Fall 2008 even if not fully completed.

MSC to adjourn at 11:00 a.m.

The next scheduled meeting of the Professional Development Subcommittee will be Tuesday, March 11, 2008 @ 10:30 a.m., in the University Center # 203. An agenda will be submitted prior to the meeting.

Agenda.

1. Approval of the Minutes of 2/26/2008.
2. Approval of the Agenda.
3. Meeting time for Spring Semester.
4. Communications and Announcements.
Reports.
 - a. Academic Senate.
 - b. Center for the Enhancement of Teaching and Learning (CETL).
 - c. Carnegie Foundation.
5. On-Going Business.
 - a. CETL Conference.
 - b. RTP Process Recommendations.
 - c. Family Friendly Policies.
6. New Business.
 - a. Leadership Minor.