Minutes
CTE Advisory Committee
Wednesday, April 7, 2004
Founders Hall 3:30 p.m.

Present: Ken Nikels, Rick Miller, Glen Powell, Leslie Korb, Jeanne Butler, Mosher, Daryl Kelley, Ashley Clark

Absent: Janet Wilke, Robert Luscher, Jane Strawhecker, John Falconer, Anita Wells,

The meeting was called to order at 3:35 by Leslie Korb, committee chair.

I. Korb introduced Jeanne Butler who started as the new Director of CTE and Coordinator of Assessment on March 29th. She is in the role of Director of the CTE on this committee and will also serve as Chair in future meetings.

II. The first agenda item related to the membership on the committee, terms, etc. Korb proposed that a new committee be formed in Fall 2004, since there is a new director and a change in direction of the CTE. Specifics about committee membership were discussed and it was suggested that faculty senate and the colleges put names forward of individuals who would have an interest in serving on the committee. Korb suggested that the committee should be made up of only tenured faculty. Moser and Kelley both recommended that there be representatives from both groups, since the faculty development needs of the two groups differ. Another suggestion was that there be a large committee with 2 representatives from each college and 2 student reps (graduate and undergraduate). This “super” committee would meet twice a year and serve in an advising role and in taking information back to the colleges. Smaller sub-committees would be formed for specific purposes that would meet on a more regular basis with specific assigned tasks. This idea was discussed in comparison to the present structure of 1 rep from each college and 1 student rep. This current approach seemed to be the preference of the committee, rather than the “super” committee and smaller subcommittees. It is suggested that another student rep be added so both grad and undergrad are represented. An additional suggestion was that “liaisons” be selected from departments who would volunteer to promote the CTE within their departments and provide a flow of information between departments and the CTE. The Faculty Senate, College Councils, Student Senate, and Graduate Council would put forward names for these positions. The director of the CTE would then make a selection for the committee and for the liaison position.

The regular meeting date and time would be 3:30 p.m. on the second Wednesday of the month. Potential members would be told in advance of the meeting time to minimize conflicts. The suggested term of office would be 3 years and an attempt would be made to rotate about 1/3 of the membership each year. Three absences would require replacement, as is Faculty Senate practice.

III. Miller raised the issue of the status of the Compendium. Glen Powell gave an update and indicated that the editor had agreed that it would be
ready for printing by the end of the semester (May). The issue was then raised concerning papers that had been withdrawn because of the uncertainty of publication. Korb asked if it would still be possible to put these back in the Compendium, since it looked like it would now be published. Powell suggested that this might hold up publication, so recommended that this not occur. Butler indicated that all future publications of the CTE would be online, rather than paper based to decrease the cost and the time to publication. Mosher suggested that a paper based version is preferable to the authors. Miller suggested a combination of the two, similar to APA online journals. As papers are received they are peer reviewed, edited and published online. When a sufficient number of papers have been published online, these will be compiled into a printed document, perhaps once a year. Both an online publication date and a print publication date will be given. The committee agreed that this would be the best way to proceed in the future. As a result, authors who pulled papers from the compendium will be encouraged to submit them to the CTE in the fall for final editing and publication online. Korb suggested that the online articles be linked to various professional organizations and publication sources and electronic access be provided through various search engines. This would increase the exposure and readership for the online publications beyond the UNK campus.

III. Butler presented the proposed goals for the CTE for the remainder of the semester and for the 2004-2005 academic year. She presented and discussed the following goals:

Spring 2004
- Meet with all Deans and program directors as the first stage of the CTE needs assessment
- Meet with the council of chairs for each college to discuss the future role of the CTE
- Attend faculty senate
- Develop an online needs assessment survey for chairs and faculty related to CTE
- Update/redo the CTE website
- Support the remaining CTE activities scheduled for the Spring semester and attend university-wide functions related to the mission of the CTE

2004-2005 Academic Year
- Develop a series of workshops, seminars and brown bag sessions based on the results of the Needs Assessment
- Design/develop a CTE newsletter (2 editions per semester) that will be available on the website
- Coordinate/collaborate with other faculty development activities on campus
- Provide a master calendar on the website for all faculty development activities on campus
- Provide funding to faculty for conference or workshop/seminar attendance related to faculty development
- Produce the first topical online journal for the CTE with submissions from the UNK faculty to be followed by a printed version
at the end of the year

- Develop grants for funding of various faculty development activities and resources in the CTE

Meeting adjourned at 4:40 p.m.

Respectfully submitted,
Jeanne Butler, CTE Director