

HLC Criterion 3 Team Meeting Agenda

Wednesday, February, 7, from 9 – 10:00 AM in Sattgast 314.

Team Members: Andy Hafs - Chair, Jim Barta - Co – Chair, Michael Urban, Tammy Bobrowsky, Leslie Darmofal, Zachary Johnson, Debbie Guelda, Corey Stockman

Agenda:

- Selection of person to take Minutes
 - Accepting Minutes from last meeting
 - Updates from Team Members
 - Group discussion of Criterion 3. C.4.
 - Other?
4. **Debbie Guelda** The institution has processes and resources for assuring that [instructors](#) are current in their disciplines and adept in their teaching roles; it supports their professional development.
- **Continuing preparation section of PDP/PDR process.**
 - Describe
 - Consider linking to Criterion 2 of Appendix G (Guidelines for Evaluation) of the 2015-2017 IFO contract. Pg 129. Comment by DG
 - **Center for Professional Development**
 - Staffing – director (6 credits release per AY), assistant director, student workers, shared administrative assistant, 8 committee members.
 - Budget - \$3500 operating budget and \$6000 for student workers.
 - 2017-2018 – 34 events scheduled. To date (Feb 1) 20 events, 440 attendees.
 - Events include: PDP, PDR, Tenure and Promotion workshops, teaching observations, mentorships, UTAP and associated meetings, new faculty workshops, pedagogy workshops and book clubs, and discussion groups.
 - Consistent records of activities and participation levels have not been consistent until 2017 (new director).
 - A new Teaching and Learning Center (TLC) was created on campus in 2017 combining CPD, eLearning, Education Technology, and the AC Clark Library to make faculty development and growth in teaching more efficient and effective.
 - DG did this section
 - Faculty regularly attend conferences at state, regional, and national levels.
 - Is there a database anywhere that exists with data of conference attendance? Comment by DG
 - Faculty are given support via grant dollars (PIG, Minigrant, New Faculty Development Grant). Funds awarded should be available from Val Wallingford (chair of Professional Improvement and Development Committee). Comment by DG