Minutes for “Design Team” meeting held on 8/31/10. Meeting facilitated, and notes prepared, by Melissa Van Der Wall

In attendance (in order of sign-in): Beth Barnett, Maya Poran (co-chair), Melissa Van Der Wall (co-chair), Michael Alcee, Karen Booth, Jacklyn Braun, Eric Daffron, Daniel Jean, Anne LePore, Brittany Leyton, Christina Pasquali, Lysandra Perez-Strumulo, Edward Petkus, Nicole Prisco, Jessica Roffe, Ash Stuart.

Introductions:
Beth Barnett started the meeting and asked for introductions.

Primary elements of discussion:
• Beth reviewed the background information concerning the 5 hour experiential learning component starting from the Curriculum Enhancement Plan (CEP) in Fall of 2006.
• Beth presented the Design Team with her written charge and the timeline.¹
• We reviewed the need to develop a web page for the Design Team where important documents from the past, the Middle States Report, minutes, and other related materials will be shared with the community.
• The Design Team spent some time with Beth for question and answer.
  1. Q&A: Who is the representative from AIS? James Hoch appointed to CAS, will need a new representative – Beth asked for recommendations.
  2. Q&A: About the language from the bargaining units and Beth advised the team that what we recommend (in the end) needs to be realistic.
  3. Q&A: Was Middle States mostly concerning with the oversight of the 5 hours? Beth read the decision from Middle States that said “documenting the implementation of policies and procedures to assure that the experiential learning components of all courses are conducted with rigor appropriate to the programs offered and are designed, delivered and evaluated to foster a coherent student learning experience.”
  4. Q&A: Is it possible to “bundle up” the hours? Beth indicated that there is nothing in the contract language that says this is prohibited.
  5. Q&A: Consultation with the community is very important in order for the entire campus to feel ownership over the project and to generate idea. Can we interweave this into the process instead of making the community connection so late in the written timeline? Beth said that a survey to the community takes different forms and does not only need to be only a written instrument.

Beth excused herself and the remainder of the meeting was led by the co-chairs. The group engaged in a dialogue to determine next steps.

Meeting times: The next meeting was scheduled for September 3, 2010 at 1pm in the Faculty Resource Center.

¹ Charge to the Design Team and Timeline will be located on the webpage (TBA) under “Important Documents.”