

Goal Team 5 – Culture of Learning - Minutes

June 26, 2013 11:00 – 12:30 C208

Time	Item	Notes
11:00 – 11:10 10 minutes	Welcome and Check-in <ul style="list-style-type: none"> Each person tell the group the name of the best book they ever read 	
11:10 – 11:35 25 minutes	Item #1: <ul style="list-style-type: none"> Update from subcommittee looking at organizational structure 	-There is no one structure across the state -Of all the Teaching & Learning Centers, not one reports to the president of the college. -Professional Development at Mass Bay CC reports to the dean of ELearning. -Massasoit CC has an Academic Development Committee whose members receive stipends. -UMass Lowell has a Faculty Dev. Ctr and a Prof. Dev. Governance structure. Check out Prof. Dev. Website. Their HR program has certificate programs for employees. -Nora is working on a chart that details the research completed by this subcommittee. -One option may be to make it a part of the governance structure to ensure it is an integral part of the college.
11:35 – 12:00 25 minutes	Item #2: <ul style="list-style-type: none"> Update from subcommittee looking at cataloging of PD offerings 	-Subcommittee looked at the Flex Registration function through Banner for employee registration for professional development courses. -Met with Joan Scionti who says this tool has a lot of potential, we own it, to use for Prof. Dev. Is very doable, user-friendly and is connected to Banner and Student Records.
12:00 – 12:25 25 minutes	Item #3: <ul style="list-style-type: none"> Update from subcommittee looking at evaluations 	See attached Sub-committee status update of 5/21/13 -External Prof. Dev. Evaluation Form: Although the sub-committee recommended that a PM team researches this topic and after discussion with the Goal 5 team, it was determined that the Goal 5 team can review and evaluate the professional development fund application which asks pertinent questions. --The Prof. Dev. Fund application will be reviewed by team at next meeting to evaluate its usefulness pertaining to questions about learning goals and outcomes and including a post-conference written post conference reflective piece. -Internal Prof. Dev. Evaluation Form – to be used for L.O.V.E. workshops. Sub-committee handed out draft evaluation form to team. (see attached) Team members commented that workshop evaluation forms are a manually intensive process for calculation for every person in every workshop. A recommendation was made to evaluate C.I.T. clickers

		<p>as a tool for the workshop evaluations. To be scheduled.</p> <p>-Follow-up internal workshop learning evaluation recommended to intentionally evaluate learning retention and the influence on individual's behavior or skills via focus groups or random participant surveys.</p>
<p>12:25 - 12:30 5 minutes</p>	<p>Item #4</p> <ul style="list-style-type: none"> • Set meeting dates for next academic year 	<p>-Every 4th Monday of the month beginning 9/23/13 from 2:00 – 3:30 pm.</p>
<p>Accomplishments to date:</p> <ul style="list-style-type: none"> • Inventory of workshops offered through CIT, CPD and HRD • IPDP workshop with cabinet on 2/26/13 • The vision is taking shape. Very capable and engaged members and subcommittees are driving the detail. 		<p>Pending/Ongoing Tasks/Action Items:</p> <ul style="list-style-type: none"> • Monday, 9/23/13, 2:00 – 3:30 pm • Review finalized research on hierarchical structure to make a recommendation. • Review 3 types of evaluation by committee to make recommendation. • Schedule Joan Scionti to give presentation to committee members on FlexReg process for employee registration to determine if it will meet Goal Team 5 future needs.
<p>Team members Co-chairs: Mary Chatigny, Duane Quinion</p> <p>Nora Sheridan, Jose DeJesus Gil, Sharon McDermot, Christine DeRosa, Charlene Woodward, Ellen Grondine, Melba Acevedo, Ron Taber, Kathy Ronaldson, Dalisa Diaz, Sue Tashjian, Barbara Stachniewicz, Marcy Yeager</p>		<p>Appreciative Agreements:</p> <ol style="list-style-type: none"> 1. Converse respectfully 2. Use the appreciative 'frame' 3. Focus on 'what could be' 4. Analyze strengths/challenges 5. Start on time 6. Be an active participant