

**In Attendance: Zarina Blankenbaker, Luci Sampler, Mary Darin, Joe Perea, Melinda Weaver, Dwayne Carter, Zannah Nguyen, Kimberly Booker, Keome Rowe, Charles Lundin, Claudia Goodson , Bill Matter**

Topic	Presenter	Discussion Highlights	Decision	Follow Up Action
Invitation to Focus	Zarina Blankenbaker	Zarina invited the committee to focus on working together to make Richland the best place to teach, learn, and build sustainable community.		
Review of Minutes	Claudia and Council members	September and October minutes were reviewed.	The minutes were approved.	Claudia will forward minutes to be posted on the website.
Update on Faculty Appreciation Week	Brent Kesterson and Sub-Committee/SPAR & CTL	Several successful events were conducted during Richland’s first Faculty Appreciation Week. The Chronicle reported on the week’s activities. The week raised awareness of the Excellence in Teaching award and nomination process. At this point, 6 total nominations for the EIT award were turned in. Last year’s total was 15 but nominations are still being turned in. Bunmi, the SGA president, read the proclamation from Laura Miller, Mayor of Dallas. Fred Newbury, President of the RLCFA, and Bob Marquardt, President of RLCAFC, also participated in the proclamation ceremony. The musical performances throughout the week were by student bands conducted by Joe Perea. Snacks were provided by Phi Theta Kappa. Both were received positively. The subcommittee was thanked for a job well done.		

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		The group discussed whether it would be better for a subcommittee to continue to coordinate this event or if the fuller council needed to be involved with the planning of the the Faculty Appreciation Week.	The decision will be made after the Nov. 28 <sup>th</sup> debriefing meeting and finalized at the Jan. 25 <sup>th</sup> meeting.	
Planning for Featured T&L Practices Recognition Ceremony	Dwayne Carter & Council Members	Members reviewed the list of assigned duties for the ceremony.		Each person will be responsible for completing the task for which he/she volunteered.
Showcasing Featured Teaching & Learning Practices	Council Members	The deadline for submission to the ThunderBridge for the next couple of issues is before Nov. 28 <sup>th</sup> and Dec. 2 <sup>nd</sup> . PI will do a write-up in the ThunderBridge and attach the nomination forms. (1 in a series of 6)  We will also submit the same information to the Chancellor's Weekend memo and showcase the featured practices on our CTL web-site.		Zarina will forward information to Jenni Gilmer for the ThunderBridge and to the web-team for the web-site. Information will also be given to Janet James for the Chancellor's week-end memo.
CTL Website	Council Members	Dwayne Carter will oversee the website. Bill Matter will not be able to help. We will talk about this at our Jan. 25 <sup>th</sup> meeting.	We will brainstorm at the next meeting on Jan. 25 <sup>th</sup> .	

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Next Meeting	CTL Featured Teaching Practices Recognition Ceremony, Wednesday, Dec. 7 <sup>th</sup> , 1:45pm			
Meeting Dates in A202: Wed., Jan. 25 Wed., Feb. 15 Wed., Mar. 22 Wed., Apr. 19				

