

*The mission of the Council for Teaching & Learning is to support and enrich the learning cultures, climates, and contexts throughout Richland College.*

<b>In attendance:</b> Ambronita Douzart, Gary Duke, Brian Fleming, Judy Guerra, Matt Hinckley, Becky Jones, William Matter, Ben Parlapiano, Mary Peacock, Joe Tinnin				
<b>Topic</b>	<b>Presenter</b>	<b>Discussion Highlights</b>	<b>Decision</b>	<b>Follow Up Action</b>
Invitation to Focus on CTL Mission (1 min)	Matt & Council Members			
Review & Approve 10/10 Minutes (5 min)	Mary Peacock	<ul style="list-style-type: none"> <li>Motion to approve: Ben; 2<sup>nd</sup>: Bill; the minutes were approved unanimously</li> </ul>		
Status Update on Faculty Appreciation Week (10 min)	<p>Activities Committee (Mary Darin, Wilfred Manyango, Ambronita Douzart, Ben Parlapiano, Ruth Snoddy)</p> <p>Promotion Committee (Ricardo Azpiroz, Dan Dao, Matt Hinckley)</p>	<p><u>Activities Committee</u></p> <ul style="list-style-type: none"> <li>Ambronita presented the Council with a list of activities scheduled for the week.</li> <li>Ambronita and Ben requested volunteers to help with set-up, monitoring, and clean-up.</li> <li>Ben has obtained numerous donations. Some donations may need to be distributed after the drawings.</li> <li>The Councilmembers expressed their appreciation to Ben for his efforts in obtaining support for Faculty Appreciation Week.</li> </ul> <p><u>Promotion Committee</u></p> <ul style="list-style-type: none"> <li>Posters are ready for distribution. Matt asked members to post them in a visible location in their work areas.</li> <li>PSA's are running on KDUX; <i>The Chronicle</i> is carrying ads.</li> <li>Emails will be going out next week.</li> </ul>		<ul style="list-style-type: none"> <li>Ambronita will add new donations to the list of door prizes.</li> <li>Donors will receive notes of appreciation for their contributions.</li> <li>Councilmembers will display posters in work areas and take them down on Wednesday of Faculty Appreciation Week.</li> <li>Becky will make certificates available for door prizes which will need to be delivered to winners.</li> </ul>
Status Update on Featured Teaching & Learning Practices Ceremony (10 min)	<p>FTLP Ceremony Planning Committee (Cindy Berry, Mary Peacock, Ora Howard, Brian Fleming)</p> <p>FTLP Nomination Committee (Becky Jones, Bill Matter, Joe Tinnin)</p>	<ul style="list-style-type: none"> <li>Becky reported that photographs of the honorees have been taken.</li> <li>Mary reported that cake and punch will be served at the reception. Refreshments have been ordered for 100.</li> </ul>		<ul style="list-style-type: none"> <li>Becky will check with Maria Chobany on wording of the letters and with Bobby on the plaques.</li> </ul>

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<p>Teaching Resources Web Site (20 min)</p>	<p>Gary Duke</p>	<ul style="list-style-type: none"> <li>• Gary introduced the Teacher Resources website.</li> <li>• The goal is for the site to be a resource that instructors will turn to, rather than something which needs to be continually advertised.</li> <li>• Gary asked for a list of institutional memberships to be included on the site. Deb Richards was suggested as a contact for this information.</li> <li>• Gary will offer a workshop on the site during Convocation Week.</li> <li>• The question of ownership of the site was raised.</li> </ul>	<ul style="list-style-type: none"> <li>• The Council will discuss future ownership at the February meeting.</li> </ul>	<ul style="list-style-type: none"> <li>• Gary will check with Deb Richards regarding a master list of institutional memberships.</li> </ul>
<p>Other Items</p>	<p>Council Members</p>	<ul style="list-style-type: none"> <li>• The next meeting will be held on Friday, February 13, 2009.</li> <li>• The meeting was adjourned at 10:55 a.m.</li> </ul>		<p>--</p>