

Topic	Presenter	Discussion Highlights	Decision	Follow Up Action
Invitation to Focus on Mission of CTL	Zarina and Council Members	Zarina invited the council to focus on its mission.		
Review & Approval of Minutes of Nov Meeting	Council Members	The Council approved minutes of the Nov meeting.	Changes were noted and made to the minutes.	
Teaching Resources Web-Page Development Update	Ricardo, Dan, and Gary	Ricardo updated council members on where the subcommittee was with the web-page. He indicated that the ACCESS handbook was used a basis for the web-page. Members could access the web-page at www.richlandcollege.edu/sandbox/dan/index.htm .	Plans for the web-page will be shared with faculty during the All-Faculty Convocation.	Members were asked to send their comments to Ricardo by Dec. 7.
Faculty Appreciation Week Activities: Debriefing	Zarina & Council Members	Zarina debriefed with the group on what went well and what could be done better with future activities for the Faculty Appreciation Week. Pluses: Posters generated by students Fanfare/music for ceremony Cake/refreshments President's presence Recognition of CTL members Photos of plaques & recipients with president/VPs Teacher Preparation refreshments Support from Maria Chobany and		These pluses and deltas will be taken into consideration in planning for next year's faculty appreciation week.

		<p>Diane Graifemberg Slide Show in ThunderBridge of event Reading of Steve's letter Participation from members of council Timing of program Deltas: Need to request quotes in advance from RLC community Solicit quotes in October Include reminder of activity taking place each day with quote Conduct drawings for prizes as agreed upon and planned.</p>		

Next Meeting Dates: February 6 E 076
 March 5 A 202
 April 9 A 202
 May 7 A 202