

Learning Strategies Task Force

Strategic Planning Meeting for Subcommittees

Minutes – September 17, 2008

Roles of those attending:

Ashley Day: Co-chair of Learning Strategies Taskforce

Jo James: Co-chair of Learning Strategies Taskforce, lead for the Cooperative Learning subcommittee

Scott Hutchins: Lead for the global awareness subcommittee

Rick Childress: Lead for the instructor repository subcommittee

The meeting convened at 2pm in the Blue Room of the Business Sciences building. The purpose of this meeting is to identify specific goals and activities for the upcoming academic year for the three subcommittees of the Learning Strategies Taskforce. In addition, the lead for each subcommittee was to acknowledge the responsibilities to lead the subcommittee.

Global awareness

Subcommittee members:

Scott Hutchins (lead)

Mark Ellis

Jonathan Jones

Brett Parker

Goals and activities:

- Follow up on convocation and professional development from fall 2008.
 - Process the inventory information – summative report to be posted on LSTF Website
 - Action plan
 - Review for duplicate efforts campus wide and facilitate communication between the involved parties.
 - Develop follow up plan for implementation efforts of action plan activities identified
 - Post action plan that was developed as part of the activity
- Update the Global Education Action Plan (which is part of our commitment UNC Chapel Hill as part of the World View partnership).

Instructor repository

Subcommittee members:

Rick Childress (lead)

Melissa Johnson

Loreen Smith

Goals and activities:

- Develop training to provide “How To” education for faculty on the use of the repository. Consider using Camtasia to accomplish this
- Increase the visual appeal of the repository site via use of labels and pictures
- Add global awareness/education category to the site
- Content of the site
 - Inventory current content and determine specific needs based on the topics provided
 - Solicit input based on shortages. Specific LSTF members will be asked to provide content based on identified shortages. All LSTF members have the opportunity to post based on areas of interest or skill.
- Fall 2008 – professional development workshop to be developed

Cooperative learning

Subcommittee members:

Jo James (lead)

Sarah Kilgo

Donna Harrison

Noelle Hoyle

Erin Riddle

Kim Gold

Goals and activities:

- The Brown Book used for the foundations course of cooperative learning was revised this summer. All the training material needs to be revised based on the new edition before the next Brown Book session (tentatively planned for Summer 2010)
- Develop follow up process and procedure for participants in the Brown Book training.
- Identify and foster facilitators for future Brown Book training

Responsibilities of the lead for each subcommittee identified above:

- Communicate with members of each subcommittee to identify goals and activities for the upcoming year (via meetings or electronically)
 - Learning Strategies Task Force chairs need to be CC on dates and times for meetings
- Record results of communication efforts – in the form of minutes that need to be forwarded to Learning Strategies Task Force chairs.
- Communicate with Learning Strategies Task Force chairs when the objectives and tasks identified above are significantly altered