

Meeting Agenda & Notes

TLRC

Tuesday, Oct 8, 2019 – 2:30-3:30 p

(To assign someone a task highlight it and make a comment and put their email in it)

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Committee Members: Ashok Basawapatna (Chair), Laura Chipley (Vice Chair), Tom DelGiudice, Eric Hagan, Amy Hsu, Roger Mayer, Elizabeth Morphis (Secretary), Ed Bever (Ex Officio), Toni DiGregorio (Ex Officio), Cris Notaro (Ex Officio), Chandra Shehigian (Ex Officio)

Present: Ashok Basawapatna, Laura Chipley, Eric Hagan, Roger Mayer, Elizabeth Morphis, Chandra Shehigian

Not Present: Tom DelGiudice, Amy Hsu, Ed Bever, Toni DiGregorio, Cris Notaro

Item 1: Scheduling Dilemma -

- May need to switch Interactive Classrooms roundtable.
- There is a UUP meeting on Oct. 29th. The red room is not reserved at this time for our event.
- Possibly re-schedule to Wed., Nov. 20th.
- Idea about scheduling Active Learning to an Active Learning Classroom. Chandra offered to schedule a room.
- Panelists may need to be switched due to re-schedule.
- Ed's schedule: Monday, Oct. 28th. Ashok will email Ed and check to see if anything in his schedule can be moved. The possibility of Oct. 31st was also mentioned.

Item 2: TLRC Spring Conference

- Need to schedule and get date out ASAP
- Senate schedule is already out

Roundtable 1- Aim: Defining and Assigning Tasks

Oct 29th (maybe rescheduled) Using Interactive Classrooms in the Library (run by Ed)

Panelists:

Samara Smith (AS/M&C)

Steve Samuel (C&P)

Michelle Wohlman-Izakson (SOE, FYE)

Tasks(Person Assigned):

-Determine the time (either Oct 29th or Oct 30th)

-Email Panelists the prompt (Ed)

-Identify faculty to individually target who might be interested in attending and send individual emails encouraging them to come.

- Chandra has a list of who teaches in classrooms and will send email to them.
- Ashok will email new faculty.
- Email junior faculty about the event.
- American Studies (Laura will email), Modern Languages (Ashok will email), SOE (Elizabeth will email)

-Create the Flyer (Template provided) and send it in to be printed -60 copies

-Hang flyers by October 21st

- Eric and Laura will hang flyers

-Order the food from Chartwells

- Ashok will take care of this

-emails to the faculty (October 21st, October 24th, October 28th, October 29th)

- Possibly remove
- Elizabeth will do this

-Email Danielle to Put a notice in the Current (By 4 pm on Oct 23rd for both the thursday and monday edition)

- Elizabeth will do this

-Print and bring Sign in Sheet and make sure everyone signs in

- Roger will do this; If Roger can't, Chandra will do this

-Everybody come in with 1-2 discussion questions in case there are silences

- Idea is that Ed wanted it to not be technical discussion; wants it to be more applicable to specific instruction

Nov 12: Mindful Use of Technology in the Classroom (run by Laura and Eric)

Tasks:

-Determine Goal (brainstorm right now)

-Elizabeth: I can ask Cal Newport to skype in

-Laura: How as an educator can you integrate this in a way that's productive, how do we capture students who are aware of their addiction but can't stop, must include them in the process.

what are we trying to accomplish through this, leaving this event with collectively brainstormed guidelines, or mindfulness. Past the "you need to put your phone down." Figure out how to raise awareness about mindful use of technology in the classroom.

Confessional booth

-Eric: awareness-- we are all aware, but whatever those techniques are and how can we promote it. Knowing what or why students are touching their phones in class-- (social media, family emergencies,...) those look the same to me but exercise it.

-Roger: Social media and candy crush ?

-Laura: I give them the option of going outside the classroom to do that. We are also providing online content which is also the source of the

-Eric: I had a student go on video chat in a studio class. Maybe the pomodoro technique -- but how do you ride the wave.

-Determine possible panelists/speakers/students etc Brainstorm (right now). (Laura, Eric, and Elizabeth)

-Reach out to panelists/speakers with details about the presentation and see if they would be willing to commit

-Identify faculty to individually target who might be interested in attending and send individual emails encouraging them to come (Junior faculty,

-Create the Flyer and send it to be printed- 60 copies (Laura and Eric).

-Hang Flyers by November 5th (Tom)

-Order the food from Chartwells (Ashok)

-email to the faculty November 5th/November 11th/November 12th

- Elizabeth will do this

-email Danielle to Put a notice in the Current (By 4 pm on Oct 23rd for both the thursday and monday edition) By 4 pm on November 6th for inclusion in the Thursday (Nov 7th) and Monday (Nov 11th) Current.

- Elizabeth will do this

-Print and bring sign in sheet and make sure everyone signs in (Tom)

-Everyone bring 1-2 discussion questions to ask in case there are silences

Finals Grading party?

Should we do it again? What date? Food (brownies and coffee good?)? Activities (Adult drawing was a hit last time).

New Faculty Orientation Reflections?

Good/Bad things we did well, things we could do better. Thoughts or cool ideas on how we might do the end of the year conference?

Booking the Spring conference

March 27th

April 17th