

Teaching and Learning Committee Minutes
Sept. 23, 2011
Tenth Meeting

Meeting Facilitator: Chair Abbas Johari
Meeting Note Taker: Secretary Kim Smith

Attendees: Dr. Abbas Johari, Professor Kim Smith, Dr. Teresa Lubrano, Dr. Roxanne Gooch, Dr. P.K. Das, Professor Don Aguilar, Dr. Anton Wohlers, Dr. Philip Adrian, Dr. Syed Ahmed, Ms. Lisa Restivo, and Dr. Michelle Smith.

1. Meeting commenced at 11:00am with the reading of the April 15, 2011 minutes. Dr. Ahmed motioned to approve the minutes with one some typographical error, and seconded by Dr. Das. The motion was passed by committee vote and the minutes were approved.

Old Business:

2. Discussion: Dr. Gary Buckley's proposal for "Seed Funding for Incorporation of Electronic Data Acquisition Devices Throughout Lower Division Chemistry and Physics Laboratories" was discussed. The proposal has been processed through the Provost office and the requested funding of \$2735.23 has been approved.

Dr. Paul Crandon's proposal to purchase an Audience Response System with 50 handheld clickers was discussed. The proposal has been processed through the Provost office and the requested funding of \$762.24 has been approved.

New Business:

3. Election of the Chair and Secretary of the Teaching and Learning Committee for the Academic Year 2011 – 2012.

Discussion: Dr. Ahmed is the representative from the Faculty Senate, and Dr. Wohlers has been appointed as a non-voting member by the Provost.

Action: A motion was called to elect Dr. Das as new chair. It was seconded by Dr. Lubrano, and passed by committee vote.

Action: A motion was made by Dr. Johari to elect Professor Kim Smith as the continuing secretary. It was seconded by Dr. Gooch, and passed by committee vote.

Discussion: It is not known if student representatives are required to be active on this committee, or if so, how many?

Action: Dr. Das and/or Dr. Johari will review the Academic Internal Committee guidelines.

Open Discussion:

4. Dr. Wohlers commented that one proposal is currently open, but he has not yet received the list of proposals from other academic committees.

5. Dr. Ahmed questioned the amount of funding this committee has available for the upcoming year. Dr. Wohlers reported that the Teaching and Learning Committee has \$25,000.00. He also remarked that the Faculty Development Committee has \$12,500.00 and the Research Committee has \$25,000.00. The application forms and the application guidelines are on the Internal Grants webpage at http://www.cameron.edu/academic_research/cu_grant_programs.html. Dr. Johari

reviewed the purpose of these funds is to fund tools for students' use to facilitate learning.

6. Dr. Ahmed motioned to have committee meetings on an "as needed" basis and at the same time, have a specific day and time that those meetings are to be held. A committee meeting will be considered "needed" when a proposal needs to be discussed or software presentations are scheduled. The motion was seconded by Dr. Wohlers.
Discussion: The members of the committee agreed in general that Fridays are a good day of the week. For one or two of the members, 11:00 was too early. It was suggested that we meet on a Friday from 11:20am to 12:20pm.
7. Dr. Johari announced this is the last meeting of the Teaching and Learning Committee for the 2010-2011 academic year, and he will appoint a new chair for 2011-2012.
8. The next meeting is not scheduled.
9. The meeting was adjourned at 11:20 am.