

CAPE ADVISORY BOARD MEETING

Monday, January 22, 2007
Cheyenne Campus, 2769
8:30am-10:30am

Meeting called to order by: Anneli Adams at 8:39am

Attendance

Members present: Anneli Adams, Vartouhi Asherian, Darren Divine, John Mueller, Terry Norris, Jack Sawyer, Dale Warby, Hyla Winters

Absent: Michael Judge, Rand Key, Mike Richards, Tom Rosenberger, Brenda Talley, Debbie Tanner, Korin Valles

Others: Brian Steen

Approval of Prior Meeting Minutes

Following the review of minutes from November 13th, 2006 meeting, a motion was made by Dale Warby, seconded by Darren Divine to approve the November minutes. Motion carried.

Spring Meeting Schedule

Anneli Adams requested that future meeting dates be determined at a later time, after the CAPE strategic plan had been reviewed. Agenda item moved. Per Anneli Adams all agenda items were held until review of strategic plan had been completed.

CAPE Planning Document

Anneli Adams led the committee through the CAPE strategic plan.

Terry Norris suggested that the title; "instructional designer" may not be the best title for the position for which the CAPE Office is currently seeking approval. He stated that in his department there are instructional designers and their job was nothing like what was described by Anneli.

John Mueller expressed interest in being of assistance with Classified Staff Training.

After review of the strategic plan, committee was in agreement that CAPE seemed to be on the right track thus far.

Spring Convocation Review

Anneli gave the committee some feedback received about different sessions offered during convocation. She thanked Darren Divine for his idea for a thematic focus for the convocation.

Vartouhi commented that she liked the concept of one session per time slot, and suggested that concept be followed in the future.

Fall Convocation Theme

Suggestion made by Anneli to incorporate assessment into theme. Jack Sawyer advised that theme for spring, "Teaching with Technology" really struck a nerve with faculty and he didn't think that nerve was dead yet.

Darren suggested that current discussions in all departments had been circling around one thing, keeping up with the data. Darren suggested, "Keeping up with Data" as a possible theme. He said that things like, data, assessment, smart boards, and video conferencing could be included in the sessions.

Darren also commented that scheduling training right after the division meetings may be a good idea. He liked the idea of one day designated to open training, the other three days of convocation could be divisional. Whatever the committee found to be areas of training needs, they would get during these three days.

Dale cautioned that if all meetings are held in one day, this may cause an information overload.

Jack concurred with Darren and said that if faculty attends the workshop it is because they are self motivated.

Anneli asked if fall convocation has to be dedicated strictly to training.

Darren said that he believes the administration is open to discuss other options.

Vartouhi asked if any comments had been made by faculty on evaluations as to what training they would like to see. Anneli explained that faculty evaluation recommendations are usually general, such as "more like this."

Dale suggested that Anneli discuss with each department chair departmental needs training. Anneli should consider an email with 5 alternative topics from which department chairs can select.

Fall convocation theme will appear on next meeting agenda since no title was agreed on.

New business

No new business

Adjournment:

Meeting adjourned at 10:20am by Anneli Adams