College of Design
Adjunct Faculty Consultative Committee

Wednesday, February 24, 2010

Present: Pat Nunnally, Angela Tank, Mark Tambornino, Bob Mack

Staff: Kathy Witherow

Absent: Joe Favour, Nina Ebbighausen, Tom Westbrok, Loren Abraham

I. Call to Order
   Pat Nunnally called the meeting to order at 8:00 AM.

II. Approval of January 14, 2010 minutes. Minutes approved

III. Ilene Alexander, Center for Teaching & Learning. Ilene presented information and answered questions on how the CTL can assist faculty. Comments included:

   • Everyone in the discipline & college needs to address teaching & learning
   • Need to have clear objectives for course and individual class sessions
     i. Set objectives
     ii. Determine how objectives will be assessed
     iii. Set teaching & learning strategies
   • Introduce concept of thinking of getting students to learn now rather than repeating what has been done forever
   • Could adjuncts play a role as coaches?
   • How can adjuncts stay up to date on resources? CTL has “5 to 15” minute topics for faculty
     i. Beginning of term – assignment w/syllabus
     ii. Middle of term – feedback, re-engage students
     iii. End of term – bring closure to topic
   • How do we institute the idea of mentoring? Conversation is shaping what this committee can be moving forward.
   • Need to have both mentor & mentee interested in the process
   • Suggestion to build into letter of appointment – list resources right in the appointment letter.
   • Suggestion to develop a portal that pools resources for adjuncts & other instructors
     o New resources & literature
     o Old resources & literature
     o Who’s teaching what and will they allow colleagues to observe?
Pat Nunnally follow up with Ilene to use the CTL portal as a resource site. He also will circulate notes, and continue the conversation at the next meeting with all adjuncts. This will be worked on over the course of the semester.

IV. Old Business –
- Joe Favour submitted an FCC report – workload policy delegated to departments. It was suggested in FCC that adjuncts write own policy, but Joe discouraged that idea. Workload for T/TT faculty and its affect on adjuncts is still uncertain.
- Survey – Kathy will develop test survey for Committee to review.

V. Next meeting: Thursday, April 1, 2010, 8:00 – 9:00 225 Rapson Hall

Meeting adjourned 9:05 a.m.

Adjunct Faculty Consultative Committee:

Pat Nunnally (Chair), Landscape Architecture
Loren Abraham, Architecture
Tom Westbrook, Architecture
Mark Tambornino, Architecture
Nina Ebbighausen, Architecture
Bob Mack, Architecture
Angela Tank, Design, Housing & Apparel – Rep to Curriculum Committee
Joe Favour, Landscape Architecture – Rep to Faculty Consultative Committee