

CTL Working Group Guidelines

Purpose

St. Cloud Technical & Community College's Center for Teaching and Learning Working Group will oversee, advise, and help lead the efforts of SCTCC's CTL. This group makes recommendations to the Faculty Coordinator of the CTL.

- Provide feedback and ideas on past, current, and future CTL programming and resources
- Engage SCTCC faculty in CTL programming and resources
- Encourage SCTCC faculty utilization of CTL programming and resources
- Represent various areas of the college and provide feedback on behalf of different constituents
- Lead CTL events

Primary Responsibilities

- Provide consistent oversight and input into the CTL
- Provide timely input and feedback on programming and resources
- Provide logistical and planning support for CTL events
- Provide accountability and encouragement for faculty engagement in CTL events
- Attend CTL programming and CTL Working Group meetings as requested
- Recommend resources and programming for the CTL

- Escalate questions and concerns that may arise from faculty to ensure CTL's effectiveness
- Complete CTL in-service e-surveys and encourage others to participate in surveys
- Serve as an ambassador for the CTL

Cabinet Liaison

Vice President for Academic Affairs

Meeting Schedule

Meetings occur monthly, or as needed.

Membership and Teams

This advisory group is chaired by the Coordinator for the Center for Teaching and Learning. Norms for membership are as follows:

- Participation: Regular attendance in group activities and meetings
- Voice: As appropriate share your ideas as they related to the CTL's best serving faculty
- Ambassador: Positive attitude and encouragement of other SCTCC faculty's participation in CTL programming
- Collaborations
- Partnerships with various campus constituents are a critical part of success for the CTL. These include:
 - Academic Deans to ensure relevance of faculty development activities and alignment with faculty professional development goals.
 - Academic Affairs and Standards Council (AASC) for input and information sharing.

- AACAC
- Assessment Committee to collaborate on programmatic and learning assessment.
- Professional Development Committee to engage in information sharing after professional development opportunities are utilized.
- Institutional Research and Institutional Effectiveness to enhance our use of data and for support with assessments of student learning.
- Disability services to ensure our best practices align with Universal Design.
- Academic Advising Center to create awareness of student support services.
- Office of Cultural Fluency, Equity, and Inclusion to ensure that all efforts infuse principles of equity into the work and to provide support with educational development opportunities centered on inclusive teaching.
- Library staff engage with literature and resources to support faculty and student learning.
- Human Resources to partner on faculty orientation and onboarding and planning for professional development duty days, as well as to be abreast of sabbatical research

The group will include the following members:

Katey Levenson

Pamela McBroom

Jennifer Evens

Susan Engel

Craig Fischer

Ali Alsaffar

Aaron Barker

Shanda Davis

Robert Muster

Kenneth Matthews

Debra Leigh

Emmanuel Awuah

Lamesha Brown

Connie Logeman

Kelly Halverson

Dawn Straley

Gajen Ramanathan

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