

Tunxis CFT Minutes
February 4, 2020
2:45pm



In attendance: Colleen Richard, Michelle Saindon, Sue Lounsbury, Adrienne Dunham, Debbie Bradford, Nick Stugard, Susan Gentry, Marguerite Yawin, Carianne Garside, Hendree Milward, Tatiana Michado

1. **“Setting up a Positive and Productive Classroom Culture”** (Marguerite, Debbie, Susan G. and Michelle) January 30th 2:30 – 4:00. This event had 21 participants. We discussed why setting up a positive classroom culture is important and worked in groups on what we can do about things that get in the way of a productive classroom. We should try this again in the fall.
2. **CFT Webpage:** Thank you to Tatiana for reviewing the website and for beginning the update process by updating the calendar and getting feedback from the committee.
<https://www.tunxis.edu/academics/center-for-teaching/>
Recommendations:
It would be nice to highlight what events are coming next and for participants to be able to RSVP through the website (maybe a link to the CFT email address?). Can we have analytics for how often the website is accessed? Can the website be placed under campus resources on the website? A link to the CFT website should be added to each CFT email that gets sent out.
Presentation Tab: Change Colleens’ email to tx-cft email address.
There are 2 ISW descriptions (Add ISW 2 with description). It is nice to have the names of the contact person listed under each event. Michelle will give Tatiana the annual report from 2018-2019 so she can add some past events.
Teaching Topics Tab: Need a table of contents on the top.
Tech for Teachers: ‘App Candy’ from Hendree’s TOIG Newsletter
Committee Tab: Send Annual Report from past years and minutes from current year. Needs to be updated with pictures.
Resources Tab: May be redundant. Remove?
3. **Teaching Squares** - Michelle will describe Teaching Squares at the next faculty meeting to see if there is any interest.
4. **New Faculty Orientation** participants are Matt Golchin, Deb Collins, Alicia Hall, Amy Hofmann, Ryan Buda, Wendy McGrath, Lakisha Grant-Washington, Rashida Williams, Marc Zimmerman, Angela Fierro, Asheka Rahman (See schedule). The first meeting this semester was a nice kickoff and participants attended the staff and faculty lounge opening.

5. **New Adjunct Faculty Dinner**: We held a dinner 5:00-7:30 for new(er) adjuncts on January 21st, 2020. The night was good but was a lot of work for a small group. A tour to the mailroom, copy center, etc to show new teachers where the resources are will be added next time.

6. **Adrienne iTeach pilot** - We are at a logistical roadblock with registration at each campus. The future price was estimated at \$499 for a 6-week course. The committee will present options to the deans. Payment for facilitating iTeach would be separate payment on top of regular duties through the non-credit side of the house and can be tracked in Banner. OR it could be run through Inservice Training and kept out of the catalog so it's not offered to others outside of the institution.

7. **Online Course Review** - members of this committee that have already gone through iTeach (Susan, Tatiana, Adrienne) in combination with TOIG could facilitate and document the process of online course review. There was discussion about why the cap is set at 25 for online courses. DC/PC had voted on it and kept it at 25.

8. **"Book Club" Discussion**- Sam will send out a Doodle Poll to find a good time to meet in February.

Amy

Ryan

Sue Lounsbury

Marc Zimmerman

Matt G.

Deb Hickox (M/W)

Joyce Day (Psy) (M/W)

Deb Bradford

Michelle Saindon

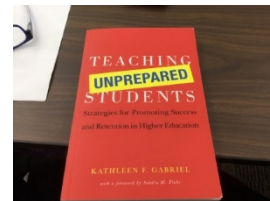
Jackie Decker

Helen Lozada

Patti Klein

Jen Wittke

Louise Polistena-D'Agosto



https://cscu-tcc-primohosted.exlibrisgroup.com/primo-explore/fulldisplay?docid=01CSCU_NETWORK_ALMA7198243610003451&context=L&vid=TCC_VI&lang=en_US&search_scope=TXCC_ALMA&adaptor=Local%20Search%20Engine&tab=default_tab&query=any,contains,Teaching%20Unprepared%20Students&offset=0

Website Photos are all up on the website under the faculty directory and additional Faculty photos will be taken by Mike Zych on 2/20/2020. This was advertised in the Tatler.

<https://www.tunxis.edu/college-information/faculty-directory/faculty-directory-photos/>

9. **ISW**- Debbie Bradford and Sue Lounsbury held and ISW January 13th-15th. It went very well with four participants.

ISW 2 - Sue Gentry and Debbie will run and ISW 2 on August 17-19.

10. **Schwab Institute** – “Inclusive Leadership”. The guest speaker may be Joanne Berger-Sweeney, President of Trinity. The format will be workshop in the morning, speaker, then workshops in the afternoon.

11. Planning ahead:

2/13 For the Love of Learning – What do you love about your students?

2/26 Stories & Strategies of Successful Students

Rescheduled CATS on March 12th to April 9th due to an All College Meeting

12. Colleen is redoing the red **CFT posters** and badges outside faculty doors.

2020 Tunxis Center for Teaching Events

Date	Name of Event	Location	Facilitator
January 13- January 15 th	ISW		Debbie and Sue
Tuesday, January 21 5:00 – 7:00pm	New Adjunct Faculty Orientation	Room 6-180	Colleen Richard
Thursday, January 30 2:30 – 3:30 5:00 - 6:15	“Setting up a Positive & Productive Classroom Culture”	“Cookies & Conversation” Room: 7-206	Marguerite, Debbie, Michelle and Susan
Thursday, February 13 9:00 – 3:00	For the Love of Learning	Adjunct Office	CFT Committee
Tuesday, February 18 th 2:30 – 4:00	“Quit Slacking and Start Acting” Putting the Assignment back in Assessment	7-206	Jen Wittke

Wednesday, February 26th 11:30– 12:45	Stories & Strategies of Successful Students	Student Panel Founders Hall	Michelle Saindon Sam Kapros
Friday, February 28	Inclusive Teaching	Pathways to Teaching Tunxis 6-127-128	Colleen Richard and Statewide CFT
Friday, March 6	Spirit of Teaching: Passion	Holy Family Retreat Center West Hartford, CT	Statewide CFT
TBD	International Lunch	Adjunct Office	CFT Committee & Kirk Peters
Friday, March 27	Schwab Leadership Institute	Capitol Community College	Statewide CFT
Tuesday, March 31	Topic TBD	Online Instructors Group Room: Computer Lab CL4	Hendree Milward
Thursday, April 9 th 2:30 – 4:00	CATS in the Classroom (Classroom Assessment Techniques)	7-222	Colleen and Marguerite
Friday, April 17 th	Inclusive Teaching	Pathways to Teaching Tunxis 6-127-128	Statewide CFT
Wednesday, April 22 2:20 – 3:20	Ted Talk and Tea: “Vulnerability”	Room: 7-222	Hendree Milward
April 24 8:30 – 3:30	Accessibility and ADA	Professional Day	CFT Committee
Wednesday, May 6 9:00 – 3:00	Goodies for Grading	Adjunct Office	CFT Committee
May 18 – 20	Barnes Seminar	Ivoryton, CT	Statewide CFT

Submitted by Michelle Saindon

February

2020

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3	4	5	6	7	8
	Spring NFO Human Resources			Faculty Meeting 3:00		
9	10	11	12	13	14	15
				All NFO Union 2:30-4:00 Room 7-222		
16	17	18	19	20	21	22
	All NFO Quit Slacking & Start Acting: Putting the	CFT Student Panel: Stories and Strategies of Successful Students 11:30-12:45 Room 6-127/28		Professional Staff Organization (PSO) 3:00 Room 2-201		
23	24	25	26	27	28	29
					Statewide CFT Pathways Inclusive Teaching	

March

2020

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3	4	5	6	7
	Spring NFO The Student Experience			Faculty Meeting 3:00 Room 2-	Statewide CFT Spirit of Teaching	
8	9	10	11	12	13	14
				All Campus Meeting		
15	16	17	18	19	20	21
Spring Break	Spring Break	Spring Break	Spring Break	Spring Break	Spring Break	Spring Break
22	23	24	25	26	27	28
	Spring NFO Advising with Kelly Pittman				Statewide CFT Schwab Institute Capitol	
29	30	31				
	ALL NFO (Suggested) Online Instructors Group 2:30-4:00					

Spring NFO: January 20 Hires New Faculty Orientation

All NFO: All Academic Year 19-20 Hires New Faculty Orientation

April

2020

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2	3	4
				Faculty Meeting 3:00		
5	6	7	8	9	10	11
Spring NFO LIT (Library & Instructional Technologies)				All NFO Committees 2:45-4:00 Room 1-139 (In		
12	13	14	15	16	17	18
				Professional Staff Organization (PSO) 3:00 Room 2-201		
19	20	21	22	23	24	25
		All NFO Promotion and Evaluation 2:45-4:00 Room 7-	CFT Ted Talk Vulnerability 2:20-3:20 Room 7-222		Professional Day: ADA 9:00-3:00 Room TBD	
26	27	28	29	30		

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All NFO: All Academic Year 19-20 Hires New Faculty Orientation

May

2020

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
3	4	5	6	7	8	9
			CFT Goodies for Grading 9:00-3:00 Adjunct Office	Faculty Meeting 3:00 Room 2-201		
10	11	12		13	14	15
				All NFO Committees End of the Year Wrap Up		16
17	18	19	20	21	22	23
	Statewide CFT Barnes Seminar, Ivoryton, CT	Statewide CFT Barnes Seminar, Ivoryton, CT	Statewide CFT Barnes Seminar, Ivoryton, CT	Professional Staff Organization (PSO)		
24	25	26	27	28	29	30
			Commencement 5:00 CCSU, Welte			
31						

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