

To: Work Team 2 (WT2) File

DRAFT #2-REVISED

From: Christine Sellin

Date: March 30, 2011

Re: Minutes from WT2 Meeting # 6 (held Weds. March 30, 2011)

Present: J. Griffin, G. Hanrahan, P. Hanson, G. LaMonica, K. Odegard, D. Rowley, K. Price, C. Sellin.

- 1.0 G. Hanrahan convened the meeting at 11:10 am.
- 2.0 The Minutes (draft) from the WT2 Meeting March 23 were reviewed and approved.
- 3.0 In order to create a “pilot” (preliminary) EL survey, we determined a list of individuals for the “pilot EL” survey. This will serve as our preliminary “focus” group to report on current EL activities already in place, respond to the EL working definition (as a first step toward our developing a comprehensive EL survey for eventual campus-wide distribution). A list of names were selected as follows (with WT2 member responsible for contacting them):

S. Docter (Soc/Behavior Sciences)	[Haco]
M. Robles-Dalany (Liberal Studies/School of Ed)	“ “
B. Bilodeau (EPPC/Geology)	[Grady]
C. Brown (Math)	“ “
S. Wagerman (Undergrad Research/Psychology)	“ “
E. Julius (ADEP/Business)	[Gina]
K. Johnson (ADEP/Business)	“ “
N. Tierney (Philosophy)	[Paul]
S. Thomas (Religion/CEJ)	“ “
B. Stevenson (English)	“ “
J. Cordero (Sociology)	[Joan]
B. Bilodeau (Geology/EPPC)	“ “
L. Loberg/S. Shaker-Sullivan (Study Abroad)	[Dane]
C. Lewis (Career Services)	[Stine/Kristin]
C. Paul (Student Life/Residence Life)	“ “
M. Arndt (Theater/Arts)	[Christine]
- 4.0 It was decided that WT2 members would meet with these individuals to introduce the subject, then ask each individual to respond to the “pilot” survey – we turned next to the drafting of this survey. It was agreed that an opening statement would introduce the objectives of the survey and the EL working definition; this in turn would be followed by several questions determined together. (See separate document “EL Pilot Survey” draft #1). Grady, (with Haco, and Paul) will craft an opening statement/introduction/context for the survey (and refine the rest of the language as needed). Ideally, WT2 members will conduct the interviews/obtain responses to share and review in our next WT2 meeting #7 (Tues. April 19, 2:00 to 3:00 pm, Swenson 209).
- 5.0 Hopefully we can prepare some EL information to take advantage of the mid-May faculty retreat, when all faculty are gathered; to be determined.
- 6.0 Gina’s ADEP adjunct faculty would make a good “focus” group for the EL survey, from the perspective of adjuncts.
- 7.0 Meeting adjourned at 12 noon.