CTE Committee Meeting Minutes

September 24, 2014

Members present: Mary Clement, Michael Bailey, Lindsey Davis, Zahava Wilstein, and Julee Tate

1. Dr. Clement gave an overview of the CTE schedule for the semester, including new faculty lunches and CTE workshops.

2. Dr. Clement assigned committee members a list of faculty and staff who expressed interest in participating in a book study group to discuss *Cheating Lessons*. Each member is responsible for contacting their assigned people and arranging a meeting time prior to Thanksgiving to discuss the book.

3. Dr. Clement informed the committee that the provost has made available $3,000 for faculty who are interested in attending a teaching conference. She proposed offering 2 grants of $1,200 each and 3 of $200 each. She has since sent a general call for proposals to all faculty. The committee will review applications and choose recipients for the grants in November.

4. Dr. Clement informed the committee that the budget for the year is $3,400. Much of this budget goes to purchasing books for the book study and lunches for new faculty and other workshops. For events or speakers that cost more than this amount, we would need to seek assistance from the Provost's office.

5. Dr. Tate was elected to continue as chair of the committee

6. The meeting adjourned at 4:40.