

To: Faculty Professional Development Center, Kent State University

Re: Faculty Learning Community Activity meetings for Improving Technical Report Writing

Date of Meeting: 2/28/08

Time: 2:02 to 3:00 PM

Meeting location: SHS 123 K, The University of Akron

LC members present: Sue Ramlo, Jeff Schantz, Roland Arter, Tom Lukach, Mike Johanyak, John Nicholas, Jeff Pellegrino

*Please describe the topics covered at the meeting or a summary of the event:*

We began discussing how our FLC has impacted the institution and visa versa. We discussed how the major impact was probably the development of learning outcomes for the TRW course. These fit into the assessment framework here at UA both through GEAC (General Education Advisory Committee) and SATF (Student Assessment Task Force). The FLC was the impetus for this work. Jeffrey commented that it would be nice to have us inspire more FLCs on the UA campus. Sue will discuss this with Helen Qammar from our Institute for Teaching and Learning (ITL).

Next year there will only be six OLN grants at \$5k each. These grants will focus on student assessment and how the FLC affects the learning of students. Previous grant recipients may not apply for an OLN grant to continue their current project, even if it has a new focus.

We need to focus on what we will present at the May 19<sup>th</sup>. There will be sessions grouped around themes.

Jeffrey said that our FLC is doing really great.

We use the last 10 minutes to discuss, briefly, the data collection activities distributed by John Nicholas, Tom Lukach, and Sue Ramlo. Roland said he would get his activity to us by Monday. We will have further discussion about these activities at our meeting next week, Wednesday from 2-3 PM. Location is TBD but will be in Polsky's.