REAL Council

Minutes

Jan. 21, 2011, 2:30 p.m., Admin 208

Attendees: Denise Martinez, Kristen Buzbee, Johnny Robinson, Justin Carrell, Darla Doty, Trey Berend, Katy Mackey, Holly Lamb, Diane Taylor, Marilyn Robitaille, Art Low, Gilbert Hinga, Melissa Becker, Russell Pfau

By Phone: none

Handouts:
- Agenda
- Grant disbursement guidelines

Discussion:
1. Previous items:
   - Round 2 proposals have been discuss with most applicants; deficient ones were updated by the applicant.
   - Practicum definition updated on website

2. Website
   - Katy/Denise have been updating the website
     - Experiences sorted by area
     - Other web needs/changes/deletions?

3. Orientation workshop – for round 2 grant recipients
   - Day and time – Friday, Jan. 28, 1:30-3:30 pm, Tarleton Center 130 (library was taken)
   - Notes from last workshop
     - scale down the C&W demo
     - change the “how to reflect” session to “how to bring the student along in reflection rather than doing all of the writing at the end.”
       - this would also help get participants in C&W earlier
   - ask participants to log in at the beginning while they are getting snacks so any login issues can be addressed
   - Overview - Denise
     - reminder of the ALE and office criteria
     - reminder of the ALE and office SLOs
     - overview of the rubric
     - Procedure for fund disbursement – step by step
   - Reflecting – Melissa and Benni
   - Blackboard for non-courses
     - set up dummy courses is the best solution but not implementable yet with registrar area; discussion pending/ongoing.
• provide information on other options to address needs such as discussion forums and document exchange such as Google Docs
• Melissa & Justin will investigate

• Q&A

4. Grant disbursement guidelines
   • Will be posted on the web
   • concern: this is another step in the process for the applicant? may discourage participation if we keep asking for one more thing.
     • Denise will investigate

5. ALE office GAs are doing great work:
   • Trey has developed a “how to get your dream internship” flier and will be doing presentations to student groups to round up participation
   • Will has been working with Gary Stout to do some study abroad presentation in the dorms; also working with Marilyn on developing pre and post surveys
   • Kristen has been working on identifying and sharing service learning and leadership projects and participants
   • Katy is researching opportunities across all ALE areas that will have large participants as well as keeping the REAL website updated

6. Adjourn