

MINUTES FOR EXECUTIVE BOARD
25 October 2004
Black Hall

MEMBERS PRESENT: Rebecca Bowers, Liahna Armstrong, Meghan Miller, and Jim DePaepe

1. **CONVENED MEETING:** 9:00
2. **CHANGES TO AGENDA:**
3. **APPROVAL OF MINUTES:** 11 October minutes were approved as written.
4. **REPORTS:**
 - Jan Bowers informed Rebecca that two of the Science teachers are dropping out of the HECB Grant. Stating that the work is too hard.
5. **NEW BUSINESS:**
 - Jim, Connie Lambert and Denise Anderson held a meeting with the COTS faculty regarding E-portfolios. Jim stated it was a very good meeting with Ian Quitadamo presenting what he is doing with the e-portfolio in his classes. Next they will be meeting with CAH faculty. Money from the PT3 Grant will provide scanners, cameras and PC/laptops for the departments to assist students with the e-portfolio process.
 - Jim discussed the up coming E-portfolio Workshop hosted by LIVETEXtT on 26 October. This workshop is designed to inform the area community colleges on what CWU expects of transfer students to the CWU Department of Education. (agenda, attachment #1). There will be a demonstration of LIVETEXT e-portfolio process from a LIVETEXT representative and Ian Quitadamo on how he uses e-portfolios in his class.
6. **OLD BUSINESS:**
 - The deans reviewed the updated CTL membership list and made additions and corrections. With these corrections the list will be final for 2004-2005.
 - The deans discussed the current CTL Governance and Jim made the proposal that he review all committee membership and make recommendations to the Board at the next meeting.
7. **ADJOURNMENT:** 10:00