TLC Section Business Meeting Agenda

2012 AAEA Meetings
9:00 am–10:30 am, Sunday, August 12
Washington State Convention Center, Room 303

1. Welcome and Introductions  -Penny Diebel, Chair
2. Report from the AAEA Board Liaison – Lori Lynch
3. Officer reports
   a. Secretary/ Treasurer – Joan Fulton
      i. Approval of the minutes from 2011 meeting
      ii. Current financials
   b. Chair –Penny:
      i. 2012 Election results
      ii. Nomination process for 2012
   c. Chair-Elect – Michael Gunderson
      i. TLC track sessions
      ii. Review track proposal process
4. Old Business
   a. Other?
5. New Business
   a. Graduate Student Teaching Award - Penny
      i. Presentation of Award
   b. Other proposed activities
      i. Proposed Book of Teaching Essays from Award Winners
   c. Pre-conference for 2013 -Michael
      i. Time
      ii. Topics
6. Future Meeting
7. Summary of Action Items – Penny
8. Acknowledgement of 2012-13 Chair
9. Move to Adjourn
Teaching, Learning, and Communications Section

The TLC is an active group of AAEA members interested in the theory, scholarship and practice of learning, teaching, and communication. Given that a large majority of AAEA members have responsibilities in these three areas, the TLC’s activities are developed to enhance members’ skills in the on-campus classroom, off-campus workshop, and in a presentation to a community group. Activities include:

- Pre-conference workshops on teaching strategies, learning styles, and teaching technologies and innovations.
- Track sessions where practitioners share their knowledge, frustrations, and successes.
- Annual meetings that facilitate idea exchange and dialogue.
- Networking opportunities for scholarly collaboration.
- TLC’s programs are designed for undergraduate, graduate, and life-long learning environments. The TLC encourages AAEA members to transform their interest in teaching into a passion for excellence in pedagogy.

TLC Officers and duties as specified by Section operating policies

Duties of Penelope L Diebel, Chair 2011-2012, Penelope.diebel@oregonstate.edu, 541.737.5317

- Serve as the sole Section liaison with the AAEA Business Office
- Execute the decisions and recommendations of the Section executive committee
- Facilitate Section conference calls
- Oversee all Section operations
- Assist the Secretary/Treasurer in the development of annual budgets
- Create business meeting agenda
- Facilitate and preside over business meetings
- Oversee special events held during the AAEA Annual Meeting
- Oversee other special non-AAEA meeting events (e.g., workshops)
- Facilitate communication on the Section listserv and/or online forum

Duties of Mike Gunderson, Chair-Elect 2011-2012, mag79@ufl.edu, 352.392.1826 ext. 301

- Organize Track Sessions for the Annual Meeting
- Organize annual election
- Draft AAEA Foundation proposals on behalf of the Section
- Assist Chair in planning AAEA Annual Meeting special events
- Facilitate communication on the Section listserv and/or online forum
- Participate in conference calls and other Section activities

Duties of Joan Fulton, Secretary/Treasurer 2011-2012, fultonj@purdue.edu, 765.494.0594

- Take Section Minutes at all official Section Meetings
- Lead the development of the annual budget
- Maintain Section Web site
- Facilitate communication on the Section listserv and/or online forum
- Participate in conference calls and other Section activities

Duties of James Sterns, Immediate Past-Chair, jasterns@ufl.edu, 352.392.1826 ext. 222

- Chair the nominating committee and coordinate the elections
- Participate in conference calls and other Section activities