

MINUTES
COMMITTEE ON TEACHING
May 27, 2008
Tuesday, 10-11:30 a.m., Kerr Hall Room 129

Present: Doris Ash, Tammi Blake (ASO Staff), Henry Burnett (Media Services Director), Elisabeth Cameron (Chair), Rachel Dewey (NSTF Rep), Carley Friedman (GSA Representative), Ruth Harris-Barnett (CTE Director), Kevin Karplus, Cynthia Polecristi, Jie Qing.

1. Chair's Announcements:

- COC Social is Wednesday, June 4 from 4-6pm.
- Full Senate meeting this Friday, May 30th.
- On Friday, May 23rd COT received a request to review the Implementation of the Academic Plan; it will be posted to the committee website for review and members can respond via email. Chair will write back with "hot points" but it is too late to ask the committee for a full review of the topic.

2. CTE Director Announcements

- Summer Salary: Committee member suggests the salary be structured as a stipend at a standard amount. COT would like to know how this program could be evaluated, possibly with a report.

3. Minutes

The minutes from May13 were accepted with a minor adjustment.

4. Online Evaluations

CTE Director Harris-Barnett reports on the pilot program. A test is being run right now on four classes. New system may be implemented in fall if tests are successful.

5. Learning Management System

ITS is recruiting for LMS committee and needs faculty interested in selecting the system. A system is available that incorporates evaluations.

6. COT Annual Report Preparation

Chair proposed writing the annual report which will be posted to the committee website for member feedback. Incoming members will be given a link to the annual report and the charge so they are apprised of committee issues.

7. Report on COT/CTE Relationship

a. **Mini and Major Grants:** Budget owned by CTE, COT's charge states that the committee establishes policies for the grants. CTE is the institutional memory for the program. Past committees have made decisions that COT is no longer comfortable with. The committee would like to review criteria for grants and resolve the tension between instructional improvement versus innovation in approved grants. COT will request a copy of the grants database from CTE Director Harris-Barnett for a record of decisions made. COT would like to communicate with departments and find out how the grants have affected teaching and make them aware of how to apply for the grants and what may be funded.

b. **Teaching Awards:** Awards are owned by the Senate. CTE has done the administrative work as a favor. CTE and ASO can negotiate the workload if necessary. The committee wants to make students and faculty more aware of the awards and how to nominate a faculty member. This may be accomplished with a button available on the student online evaluations system. The program should be announced in classes as long as equity is maintained. Awards could possibly be divided for different types of faculty.

c. **Symposium:** CTE has the budget for the Symposium; COT's mandate is to provide direction to CTE for this event. COT is concerned regarding the lack of attendance for this event. Suggestions for changes that might draw a larger audience include:

1. The event could be adjusted to work in tandem with the Excellence in Teaching Awards, providing award recipients an opportunity to discuss effective teaching,
2. This would also work with the grants program so recipients may discuss how the grants have aided in instructional improvement.
3. Committee members suggest that inviting some well-known speakers would draw a larger audience.

8. Some committee members suggested a conversation with CAP regarding the value put on teaching and what CAP would like to see in departmental letters addressing teaching and pass this information on to departments, possibly creating an institutional shift in emphasis on teaching.

So attests,

Elisabeth Cameron, Chair
Committee on Teaching