

**COMMITTEE ON TEACHING  
MINUTES  
October 6, 2015**

**Present:** Judith Scott (chair), Phil Hammack, Matthew McCarthy, Dannie Scheie, Jim Phillips (Director of Learning Technologies), Mark Baker (NSTF) Christopher Kan (Grad Student Representative), Mecaila Smith (Chancellor's Graduate Intern), Leanna Parsons (CUIP Intern),

**Absent with Notice:** Marc Matera

**Announcements**

Chair Judy Scott conducted introductions and members stated what interests brought them to serve on the committee. Interests included; undergraduate teaching, the resource base for instruction, campus climate, teaching material that is challenging for students, appropriate use of trigger warnings and the effect of Program Learning Outcomes (PLOs) on teaching.

**Overview of the Committee on Teaching**

Chair Scott gave a brief overview of COT's' role in the Senate committee structure, member responsibilities and the committee reviewed the policies on consultation, confidentiality and Last year, COT decided that the topic of the annual COT forum would revolve around technology in the classroom. The forum is scheduled for January 13, so planning has to happen recusal. The committee agreed to those policies but noted that the COT charge is a bit outdated, once the new Center for Teaching is approved, a revision to the charge might be warranted.

COT identified members to serve as representatives on several administrative committees:

Classroom Sub-committee: Phil Hammack

Advisory Committee on IT: Mark Matera

Course Evaluation Committee: Matt McCarthy

**COT's Proactive Agenda for 2015-16**

during fall quarter. The committee agreed to pursue consultations with FITC Manager Leslie Kern and Instructional Designer Aaron Zachmeier in planning content for the event. It was noted that there are limits to the usefulness of technology in teaching in some disciplines and the forum should explicitly recognize that not all teaching lends itself to adopting technological techniques. Two members will be out of town on the date of the forum (Hammack, Scheie) but agreed to help with the planning.

There are changes in the Excellence in Teach Award (ETA) process this year. The nominations will be collected at the end of each quarter, rather than once annually. This may change how COT evaluates and adjudicates the awards this year. COT secured a small permanent amount of award money \$3,500 and the Chancellor will continue to host the annual lunch.

Other agenda items for COT this year are; the revised Accessibility Policy, the new LMS, and making meaningful assessments of student learning, since there is a range of faculty approaches to be explored.

### **Center for Innovations in Teaching and Learning**

It is likely the Center will get funding but it is unclear how much and which administrator the Center will report through. There is a strong preference to have it report up through the new Vice Provost Student Success rather than the VPAA, due to the VPAA's participation in the Academic Personnel process. Chair Judy Scott agreed to meet with VPSS Jaye Padgett to discuss administration of the Center and the role of teaching in student success.

There is a strong preference by the administration that the Center have "Learning" in the title. Based on Chancellor's Graduate Intern Mecailla Smith's research, 20% of such centers do have Learning in their titles. She also agreed to go out and find samples of job descriptions for Faculty Directors and other positions in like centers.

The immediate work of COT is to develop job descriptions for staffing the center, consult with the VC University Relations about getting support for fund raising and develop a timeline for ramping up to the center's establishment.

### **Teaching Website/Internships**

COT is fortunate to have two interns to work with this year. Chancellor's Graduate Intern Mecailla Smith will be doing a literature review for theory and empirical research on developing a teaching center, including a report on benchmarking. These two combined will help shape a vision for UCSC's center. COT discussed what information might be useful to benchmark. Also, they advised that for comparators, to look at research institutions with strong doctoral programs that also focus on undergraduate education.

Chancellor's Undergraduate Intern Leanna Parsons reported that her work will focus on classroom climate, use of trigger warnings and micro aggressions in the classroom and will develop an on-line resource for instructors to create an inclusive environment. She will also continue the work of last year's intern in completing the video interviews and would like to expand the website to include podcasts. COT agreed that members would check the website regularly.

COT also agreed that both interns are invited to attend all COT meetings this year. Director Jim Phillips let the committee know that the campus has bought a site license for Academic Impressions, a company that delivers on-line training for teaching and accessibility.