Committee on Teaching  
Minutes of the Meeting on April 8, 2015  
Zilber Hall 470

In attendance: Terence Ow (Chair), Jake Carpenter, Cynthia Ellwood, Kathleen Hazlett, Shaun Longstreet, Gary Meyer, Jack Moyer, Maura Moyle, Jim Pokrywcynski.

Terence Ow called the meeting to order at 3:37. Cynthia Ellwood provided a reflection.

I. Minutes

The minutes from the March 4 meeting were approved.

II. Evaluation Period of MOCES

Gary Meyer was again approached by MUSG about the possibility of extending the period in which the MOCES evaluations could be completed (e.g., start one week earlier, include the final exam period). Concerns were raised regarding low response rates due to lack of dedicated class time for completing the evaluations, and allowing evaluations to occur several weeks before the end of the course. The consensus among the committee was that absent new evidence to substantiate that the current system is not working, it will remain as is. There was some discussion about the possibility of incentivizing students to complete the MOCES evaluations (e.g., releasing grades earlier to students who have completed all course evaluations), but according to Dr. Meyer, it would be logistically difficult. Dr. Meyer encouraged faculty to explain to students the importance of their feedback in order to encourage higher response rates from students.

III. Continuing Business

Peer review of teaching: Shaun Longstreet explained changes that were made to the document in progress which provides guidelines for peer review of teaching. These changes included increased emphasis on the formative nature of the process, highlighting the concept of nonevaluative peer feedback, and ensuring the process can be applied to all disciplines. In addition, the role of The Center for Teaching and Learning (CTL) in this process was further defined, such as offering workshops on peer consulting. Some discussion ensured about formatting and other editing suggestions. In general, the committee thought the document was greatly improved. Dr. Meyer suggested that the next step is for this document to go to the Deans’ Council, and then to the department chairs when they meet as a group. Goals of disseminating these guidelines were discussed, including developing a culture of on-going peer evaluation of teaching across the university, faculty ownership of peer review, incentivizing use of these guidelines, etc. Discussion also ensured about how to track implementation of the guidelines. Suggestions included using the Faculty Activities Database (FAD), reports by department chairs, etc.

IV. Chair for AY 2015-2016

Dr. Ow encouraged committee members to contemplate their schedules for next year and consider serving as committee chair. This will be discussed next meeting.
Meeting was adjourned at 4:58.

Respectfully submitted,

Maura Moyle