Committee on Teaching  
Minutes for November 11, 2015  
470 Zilber Hall (3:30 to 5:00 pm)

Members Present: Jake Carpenter (Chairperson), Bridget Dolan, Evelyn Donate-Bartfield, Cynthia Ellwood, Jim Pokrywcynski, Shaun Longstreet, Patrick McNamara, Daniel Meissner, Terrance Ow, Cameron Vrana

Members Excused: Gary Meyer, Maura Moyle

Recorder:  
Kristin Haglund

1. Call to Order  
The meeting was called to order by Jake Carpenter at 3:30.

2. Reflection  
Terrance Ow provided the reflection.

3. Minutes  
The minutes from the October 2015 meeting were unanimously approved without changes.

4. Announcements and Information  
All full-time faculty (regular and participating) are eligible for the teaching excellence award. Deadline for nominations is Nov. 13.

5. Continuing Business

a. Timely Feedback Policy  
Questions were collected from COT committee members in October. Jake Carpenter will meet with Alix Riley and will ask her the committee’s questions (about specific numbers; possible patterns by stage in the program, college, and size of classes; and trends over time). He will report back to the committee or Alix will respond in person at a future meeting.

b. Additional Funding to Support Teaching  
Shaun Longstreet provided a report on current teaching grants available through the CTL.

c. Course Evaluations  
Alix Riley will attend the December COT meeting to discuss the potential adoption of a new course evaluation platform.

d. Digital Course Support Systems
Shaun Longstreet provided committee members with copies of the CTL’s memo of understanding for digital course development support.

Committee members discussed how the COT might address the issue of private digital course platforms and their use in MU courses. No decisions were made. The October meeting minutes included a list of questions and topics related to this topic (New Business 7b).

6. New Business
   a. The committee began a conversation regarding diversity and teaching. This may be a topic that the COT would like to explore further and possibly address in some aspect in the future.

7. Adjournment
   The meeting was adjourned at 5:00 pm.

Next Meeting: December 2, 2015

Respectfully submitted,
Kristin Haglund