Committee on Teaching
Approved Minutes
September 12, 2012
Zilber Hall 470 (3:30 - 5:00 PM)

Recorder: Subhash Bhatnagar


Members Absent: Shaun Longstreet and James Pokrywczynski

Call to Order: Meeting called to order at 3:35 pm.

I. Approval of minutes from May 9, 2012 as amended

II. Announcements and Information

A. Introduction of new and old committee members

B. Discussion of Way Klinger Teaching Enhancement Award

Gary Meyer presented an outline of the purpose, procedures, and time-frame of the teaching enhancement award. The focus of the award for this year will remain the same, which is to recognize the innovations that promote high impact educational practices, and especially undergraduate research. Interdepartmental involvement in the project will be judged favorably. It was also agreed additional goals should be added in the focus of the applications for 2013 by integrating the service and global learning areas as outlined in the strategic planning by Father Scott Pilarz. It was also suggested that the award recipients submit a report and should also be asked to present their findings through the Center for Teaching Excellence. In addition, it was decided that the recipients will also be asked to disclose any other funding (current or anticipated) sources for their proposal. The submission will remain electronic, and will be posted on the SharePoint site with easy access for all the members. This SharePoint site could also be used for posting material for the teaching excellence award later in the semester. The committee members were requested to examine the rubrics of the criteria used for evaluating the proposals for the teaching enhancement award.

C. Teaching Excellence Award

Procedures for standardizing the dossier and the potential change in timetable of the submissions were discussed. The only change that will
affect this year’s submissions is that applicants will not be required to include the peer teaching reviews in their dossiers.

D. U.S. Professor of the Year Award

Marquette University will not participate this year. It was decided that our participation would be considered for every third year.

E. Dr. Heidi Schweitzer from the Center for Teaching and Learning is scheduled to join our October meeting to talk about the summer pilot findings from the online survey and discuss next steps.

F. In view of the evening class commitments of two committee members, the new meeting time for this committee will be 3:30pm to 4:45pm.

G. Inclusion of snapshot course-related information on Checkmarq has been approved by the University Senate and the Provost. It was reported that many chairpersons were not aware of this requirement. It was also reported that the course builders will require time to implement the snapshot information requirement. This applies primarily to core courses, but does not exclude other courses.

III. With no time left for discussion, the following items listed under the new business will be attended to in the next meeting:

A. Discussion of COT focus for AY2012-13
   - High-impact educational practices
   - Standardized list of information to include in syllabi
   - Collaborative teaching and learning strategies
   - Course evaluation process

B. Chair-elect for AY2012-13