Minutes of the March 20, 2019 Meeting of the Committee on Teaching
Zilber Hall 370, 3:30 p.m.

Members Present: Evelyn Donate-Bartfield, Cynthia Ellwood, Jill Guttormson, Julian Hills, Laurieann Klockow (Chair), Paul Martin, Sarah Peck, Susan Schneider, John Su, and Joyce Wolburg

Members Excused: Jake Carpenter, Sarah Peck, Carolyn Hubert and Elinore Hope

Also present, for special presentation re: Proctoring:
  Sandy Cleveland, Director of Campus Operations;
  Mark Johnson, Director of Academic Integrity.
  (anticipated: Jack Bartelt, Director, Office of Disability Services)

The meeting began at 3:00 p.m.

Reflection: a moment of silence

Recorder: Julian Hills

1. Approval of Draft Minutes from February 13, 2019. The minutes of the February meeting were unanimously approved.

2. Announcements and Information
   Memo to Provost Ah Yun reiterating the Committee’s support for the adoption of IDEA (see further, below, under New Business).

3. New Business

   A Marquette University Assessment Proctoring Guidelines
   Special guests and introducers:
   Sandy Cleveland, Director of Online Campus Operations, Center for Teaching and Learning
   Mark Johnson, Director of Academic Integrity
   Drs. Cleveland and Johnson gave the Committee a detailed review and summary of the content of the draft document on proctoring.
   Included in presentation and discussion: matters of classroom and online assessment; the desirability of there being two proctors in a physical classroom; whether or not to permit students to leave an exam early (some teachers provide distractions of one sort or another, e.g., puzzles); distinguishing matters of policy, matters of law, and matters that are suggestions (only) – perhaps, in the end, best practices. The pros and cons of Turn-It-In in terms of the teacher-
student relationship and intellectual property; reducing exam anxiety by creating “lower-stakes”
tests; how to detect various cheating strategies; iPhones and laptops – whether or not permitted
in the classroom; encouraging an attitude of “justice,” not “servitude,” of the students’ part;
creating clear rubrics., Nick Curtis (Assessment) will guide us to the next step.

B   IDEA (4:25 p.m. -)
    Cynthia Ellwood reports that IDEA is not in the 2019-2020 budget. We shall have to
    wait and see. Maybe we shall just have to wait and see, as new leadership is established.; but
    also perhaps make better use of MOCES.

C   University Teaching Excellence Awards (4:30 p.m. - )
    Power Point review of the Committee members’ rankings of the nominees.
    Extensive discussion of the strengths and weaknesses of the top five; also some concern possibly
to establish some “base lines” in terms of length of service on the faculty. Four finalists chosen
by unanimous vote.

Meeting adjourned at 4:55 pm.

Respectfully submitted,
Julian Hills