Members Present: Daniel Meissner (Chairperson), Evelyn Donate-Bartfield, Cynthia Ellwood, Donald Neumann, Susan Schneider, Kristin Haglund, John Su

Recorder: Kristin Haglund

Call to Order
The meeting was called to order by Daniel Meissner at 3:30.

Reflection
Don Neumann

I. Minutes
The minutes from the October 12, 2016 meeting were unanimously approved without changes.

II. Announcements and Information
A. Committee was reminded that nominations for the Teaching Award are due Friday Nov 11. Also reminded to encourage colleagues to apply for the teaching enhancement award.

III. Continuing Business
A. MOCES Revision
   1. Comments and Questions on the Executive Summary
   2. Comments and Suggestions on Effective Teaching Characteristics

The document “Characteristics of Effective Teaching” is intended to help committee identify characteristics of good teaching that could be assessed by students. The group identified several missing characteristics including critical thinking, diversity, transformational, community engagement, inspiration and innovation. Enthusiasm was noted to be not a necessary quality for effective teaching. Breadth and depth are both important in quality teaching. Student effort and involvement may more accurately labeled as student engagement.

The committee reviewed a list of questions to consider when assessing teaching evaluation programs.

Additional questions were identified in the meeting including:
Who processes the data and creates the reports?
What is the cost of using this SET?
Does this SET assess student investment in learning?
Does this SET assess critical thinking, diversity and multiple perspectives?
Does this SET assess rigor and level of challenge of the teacher and course?
Will the data generated by the SET be useful to teachers and provide direction for them to become more effective teachers?

Dan Meissner agreed to take group comments and revise our list.

3. Group Task Assignments for Next Meeting

Each committee member present agreed to review two SETs. The SETs to be reviewed and discussed at our next meeting include Ascend, EvalUT, IAS, IOTA360, SETE and SQ0I.

IV. New Business

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

Next Meeting: December 7, 2016.

Respectfully submitted,
Kristin Haglund