

**Teaching Academy Executive Council Minutes  
November 15, 2019**

**Members present:**

Ali Duffy, Upe Flueckiger, Angela Lumpkin, Courtney Meyers, Mitzi Lauderdale (via Skype), Ali Nejat (via Skype), Comfort Pratt

**Members not present:**

Patrick Hughes, Bob McDonald, Brie Sherwin, Suzanne Tapp, Mark Webb

Angela Lumpkin chaired the meeting in Bob McDonald's absence.

**Approval of Minutes:**

Mitzi Lauderdale made a motion to approve the minutes from April, 2019, May, 2019, September, 2019, and October, 2019. Upe Flueckiger seconded the motion. While looking through the minutes, Comfort Pratt indicated that the minutes from the Teaching Academy Business Meeting in May, 2019 were incomplete. Mitzi amended her motion to exclude those particular minutes until they are complete. All other minutes were approved unanimously.

**Discussion**

*Teaching Academy Voting Protocol*

Upe Flueckiger made a motion to add the following language to the Teaching Academy Voting Protocol regarding the Chancellor's Distinguished Teaching Award - "Teaching Academy Executive Council members may not write letters of support for the Chancellor's Distinguished Teaching Award because council members serve as reviewers for this award." Comfort Pratt seconded this motion.

Comfort Pratt and Upe Flueckiger both expressed that they believe it is important for the Executive Council member to not write the letters of support for this particular award because it could influence the council's decision. Courtney Meyers acknowledged that this change would allow for separation between the application and the reviews. Ali Duffy and Mitzi Lauderdale expressed their agreement with this comment. Vote was taken, and the motion passed unanimously.

*Chancellor's Distinguished Teaching Award: Recommendations for Changes to OP 32.13*

Courtney Meyers made the motion to accept the following changes to the language in OP 32.13 regarding the Chancellor's Distinguished Teaching Award – "Evidence that the nominee integrates teaching, research/creative activities, and service, **including community outreach and engagement**. For example, publications or presentations or research with students are part of the nominee's record. The nominee has sponsored activities **or uses service learning teaching pedagogy** that ~~allows students to use their knowledge to benefit~~ **partners students and** the community." Ali Duffy seconded this motion.

Comfort Pratt indicated that specifically mentioning "service learning teaching pedagogy" in the statement could be misleading because everyone works with the community in different ways. She feels that there are many ways to partner with the community and including this particular language in the OP could cause confusion for some departments/colleges. Courtney Meyers also expressed that the word "sponsored" is unclear because it could mean several different things, including "funded," "helped with," or "partnered. Angela Lumpkin indicated that these may be important language components to help tie this particular

section to the University Strategic Plan. Comfort expressed that it would be more appropriate to indicate that any kind of service qualifies as community engagement and separate the teaching and scholarship from community engagement. Upe Flueckiger questioned if in this discussion they should also clarify “sponsored” to address the issue of funding tied to sponsorship. Ali Duffy asked if it would be possible to end the language with only the first sentence and leave out the example portion of the suggested language. Courtney Meyers pulled up the full current OP and confirmed that most of the other sections did not give examples, so it would be possible to do this.

Courtney withdrew her original motion, and amended the language to the following: “Evidence that the nominee integrates teaching, research/creative activities, and service, **including community outreach and engagement.**” Ali Duffy seconded this motion. Angela Lumpkin clarified that this would only effect the wording in this particular context. Vote was taken and unanimously approved.

#### *Chancellor’s Distinguished Teaching Award: Recommendations for Changes to OP 32.13, Attachment A*

Ali Duffy proposed a motion to accept the following changes to the rank of nominees in Attachment A for OP 32.13:

- Assistant Professor **or Assistant Professor of Practice**
- Associate Professor **or Associate Professor of Practice**
- Professor **or Professor of Practice**

Ali Duffy questioned whether those in these additional positions had the same opportunity as tenure-track faculty to meet the requirements of this award. Comfort Pratt answered that this varies significantly by discipline, and there may be some who do not. Angela Lumpkin indicated that the purpose in changing this language would allow all faculty, regardless of rank, the opportunity to be nominated for this award. Vote was taken and approved unanimously.

#### *Chancellor’s Distinguished Teaching Award: Recommendations for Changes to OP 32:13, Attachment B*

Comfort Pratt moved to accept the following change in language to Attachment B of OP 32.13, which is the review rubric for the Chancellor’s Distinguished Teaching Award – “(c) Contributions to teaching excellence within the institution (e.g., integration of teaching, research, and service, **including community outreach and engagement,** to benefit members of the TTU community; service as an expert in support of teaching excellence; evidence on teaching of colleagues inside the university).” Upe Flueckiger seconded this motion.

Angela Lumpkin indicated that this change is specifically to make the rubric congruent with the change that was previously approved earlier in the meeting. Vote was taken and unanimously approved.

#### *Schedule changes to the New Member Application Process*

Courtney Meyers proposed that these two changes be looked at separately so that the policy could be changed directly, and the dates be set separately based on the new policy. Courtney then moved to include the following in the protocol for the New Member Application Process – “The nomination and recommendation letters are due within a 10 calendar day window from the date the nominee’s full application is due.” Comfort Pratt seconded this motion.

The question was posed to Kerri Pike as to the necessity for this clarification. She indicated that often applicants sign into the application system very close to the end of the application period leaving very little, or often no time, for the nominators and recommenders to submit their letters prior to the deadline. Courtney Meyers and Angela Lumpkin indicated that this had been a significant issue with this year's process and needed to be clarified to avoid further confusion. The committee discussed the responsibilities of the applicant and nominators/recommenders in the application process. Comfort requested that a change be made to the website indicating that nominees should provide a copy of their application to the nominator/recommender since the system does not show them this information when they log in to submit their letters. Vote was taken and unanimously approved.

The Council discussed the dates for the application year 2020, and agreed upon the following due dates: Wednesday, March 25<sup>th</sup> for application submission by the nominee and Saturday, April 4<sup>th</sup> for the submission of letters by nominators or recommenders.

### **Announcements**

A new volunteer is needed for the commencement Teaching Academy representative for the 2:30 Friday ceremony. Upe indicated that he could take the 7:30 time slot if Angela could do the 2:30 ceremony instead. Kerri Pike will communicate this information to the commencement organizers.

Comfort Pratt will send the report for the Sub-Committee on Visibility and Impact to everyone on the Executive Council.

Courtney Meyers moved to adjourn; Mitzi Lauderdale seconded.

Minutes respectfully submitted by Kerri Pike.