

## **Teaching Academy Executive Council Minutes**

### **March 25, 2022**

#### **Members Present:**

Courtney Meyers, Angela Lumpkin, Mitzi Ziegner, Nancy Soonpaa, Karen Alexander, Lisa Garner Santa, Susan Tomlinson, Kayleigh Millerick, Suzanne Tapp

#### **Members Not Present:**

Ali Duffy, Dominick Casadonte, Tara Stevens, Patrick Hughes, Bob McDonald

#### **Approval of Minutes:**

Mitzi moved to approve the minutes from, February 25, 2022; Susan seconded. The council approved.

#### **DETA Selection Committee Suggested Changes**

##### *Criteria and qualification for comparable academic unit*

Courtney reminded the council that this was discussed last year and the Voting Protocol was updated to allow for a broader definition for a comparable academic unit. The council had also discussed changing the name of the award to make it more inclusive but decided against that. Angela suggested having a unit's Dean submit a short statement about how that unit qualifies as a comparable unit. Nancy agreed and was hesitant about the original suggestion to have the committee decide each year if a unit qualifies. That could lead to inconsistency. Courtney asked if there was a nomination letter for this award. Molly confirmed that there isn't a nomination letter for this award. Angela stated that her suggestion was only for a statement of a few sentences to be included in the cover sheet. Angela also noted that departments in Arts and Sciences must get approval from the college to make sure that no more than two departments submit applications. Courtney mentioned that it might be good for all departments to get college approval and that could serve as the qualification.

##### *Feedback for applicants from the review process*

This is already included in the notification letters to those who did not receive the award.

##### *Selection process protocol for committee and chair*

The DETA committee had requested a guide for the chair and the council requested that Molly Jacobs create guides for all standing committee chairs. Courtney mentioned this could make more people willing to volunteer. Angela noted that the previous chair should be involved in creating these guides. Nancy shared that including a timeline could be helpful.

#### **Clarification of Executive Council support for Teaching Academy applicants**

Courtney reminded everyone that Executive Council members could provide support for one applicant, whether that was as a nominator or recommender.

#### **Chair Elect Nominations**

The Chair Elect needs to be selected by the last meeting of the year. The meeting in May might need to be rescheduled due to the conflict with graduation, so this needs to happen at the April

meeting. Courtney mentioned that Ali Duffy showed interest, but asked others to nominate themselves. Courtney reminded everyone that she will be Past Chair next year but will be away on sabbatical in the fall.

### **Spring Commencement Representatives**

The following council members volunteered for the commencement ceremonies:

*Friday, May 13<sup>th</sup>, 2:00pm*

-Angela Lumpkin

*Friday, May 13<sup>th</sup>, 7:30pm*

-Susan Tomlinson

*Saturday, May 14<sup>th</sup>, 8:00am*

-Possibly Dom or Patrick

*Saturday, May 14<sup>th</sup>, 12:00pm*

-Mitzi Ziegner

*Saturday, May 14<sup>th</sup>, 3:30pm*

-Bob McDonald

### **Standing Committee Nominations**

Elections for available positions open on April 4<sup>th</sup>. A call will be sent out to all members and nominations can be emailed to Molly.

### **Teaching Evaluation Subcommittee Updates**

Student evaluations- Suzanne shared that this committee met with Chairs to get their feedback. They set up two more focus groups for faculty and one focus group for students. Suzanne asked the council to invite their students to attend.

Kay shared that often reviews aren't being done for faculty, even though it's required for tenure and promotion. Suzanne mentioned that this connects more with Mitzi and Karen's committee on peer observation.

Peer observation- Mitzi and Karen shared that they've been meeting and agreed that there is a lack of consistency across colleges. They plan to work on getting people involved on the committee.

Department teaching plan- In response to Kay, Angela shared that peer review is part of tenure and promotion and that this could be incorporated into the department plan to make sure everyone is being observed. Angela shared that she would be happy to help someone in Engineering develop these. Kay mentioned that reviews fall on the faculty to schedule and that those in the tenure track aren't always comfortable with this. Courtney mentioned that faculty can go through the TeMPO program for their peer observations.

Angela hoped to have 6 departments complete their plans by the end of the semester, but she'd like to extend that to the end of summer. She asked the council to recommend faculty who have interest in making a teaching plan for their department.

Defining teaching excellence- Courtney shared that she and Lisa have been working to create a document and a Jamboard. They plan to share this with the faculty who participated in the card sorting exercise last year.

Lisa shared that she tried circle groups with her faculty and she asked them to reflect on student evaluations. Each person had one minute to speak for the first round. The second round, each person was free to speak but it had to connect with what someone else brought up previously.

## Provost Council Meeting Notes- March 21, 2022

### Black Cultural Center – Opening April 29

- Carol Sumner shared some information about the day's events, which will be in conjunction with Arbor Day
- They have hired a director and the center will be near the SUB in the “old development building”
- Another Intercultural Center is opening on the 3<sup>rd</sup> floor of the SUB

### HEED Award Application – due June 30

- HEED – Higher Education Excellence in Diversity
- Carol Sumner said this is a comprehensive application. They will send a survey to gather information about DEI efforts across campus.

### Salesforce – Mitzi Lauderdale, Eileen Gianiodis

- Shared information about this exploratory phase to determine if Salesforce will provide an ideal Student Success Hub
- Starfish Strive contract expires in 2023
- Looking for a one-stop-shop to document student information. In the future, this could connect to admissions and development.



#### Where are we? Salesforce Student Success Hub: Phase 0

##### Discovery Sessions

- Series of four meetings
- Advising Roles, Topics & Assignments
- Appointment Scheduling, Advising Appointments & Success Plans
- Alerts, Reporting & Dashboards
- Level One Process Diagramming



#### Other players

- Salesforce Architects: Functional & Technical
- Texas Tech IT Team
- Provost's Office
- Marketing & Communications
- Administration & Finance
- President's Office



#### Who's playing?

##### Executive-level endorsement.

- To date and ongoing:
- 30+ meetings scheduled or completed
  - 50+ individuals from across campus
  - Representatives from nearly every college invited to participate

## Office of the Provost Reorganization – Ron Hendrick



### TEXAS TECH UNIVERSITY Office of the Provost™

#### Provost Office Reorganization

##### Overall goals:

- Align by functional area (across university and internally)
- Absorb Senior Vice Provost's vast scope into areas of functional responsibility
- Fewer layers between provost and vice provosts

#### Partial Org Chart



#### High-Level Details

(effective immediately)

Dean of Students/Vice Provost for Student Life Matt Gregory	Vice Provost for Academic Innovation & Student Success Mitzi Lauderdale	Vice Provost for Institutional Effectiveness Darryl James
<ul style="list-style-type: none"><li>• Students of Concern</li><li>• Risk Intervention Safety Education</li><li>• Student Counseling Center</li><li>• Center for Campus Life</li><li>• Student Government</li><li>• Student Disability Services</li><li>• Student Legal Services</li><li>• Military and Veterans Programs</li></ul>	<ul style="list-style-type: none"><li>• Transition &amp; Engagement</li><li>• Career Center</li><li>• Parent &amp; Family Relations</li></ul>	<ul style="list-style-type: none"><li>• University Publications</li><li>• Commencement (co-administered with Melanie Hart)</li></ul>



#### High-Level Details

(effective by end of semester)

University Studies Patrick Hughes, inaugural dean	Faculty Success Genevieve Durham DeCesaro with Elizabeth Trejos-Castillo, associate vice provost	Academic Innovation & Student Success Mitzi Lauderdale	Outreach & Engagement TBD (search this fall):
<ul style="list-style-type: none"><li>• Emphasis on bolstering University Studies</li><li>• Air Force</li><li>• Army ROTC</li><li>• Women &amp; Gender Studies</li></ul>	<ul style="list-style-type: none"><li>• Includes TLPDC</li><li>• Humanities Center</li><li>• Center for Pragmatism</li><li>• Institute for Western Civilization</li><li>• faculty HR</li><li>• mentoring</li><li>• honorifics and awards; and more.</li></ul>	<ul style="list-style-type: none"><li>• Student Success &amp; Retention</li><li>• Tech Transfer</li><li>• Health Careers Advising</li><li>• University Advising</li><li>• SOAR, TSI</li><li>• Academic Testing</li></ul>	<ul style="list-style-type: none"><li>• All externally facing entities will report through O&amp;E, report through Rob until end of semester.</li></ul>



#### Next Steps



Some assembly required  
in some areas



More conversations  
around details



Outreach & Engagement  
search



Meeting with  
Staff/Faculty in each area



**Adjourn:**

Courtney adjourned the meeting.

Minutes respectfully submitted by Molly Jacobs.