

Teaching Academy Executive Council Minutes

April 24th, 2020

Members Present:

Bob McDonald, Angela Lumpkin, Courtney Meyers, Comfort Pratt, Mitzi Lauderdale, Mark Webb, Suzanne Tapp

Members Not Present:

Ali Nejat, Upe Flueckiger, Brie Sherwin, Ali Duffy, Patrick Hughes

Approval of Minutes:

Comfort Pratt motioned to approve the previous meeting's minutes; Mark Webb seconded.

Update:

Lawrence Schovanec Teaching Scholarships Committee Report

Wendy-Adele Humphrey gave a report on the scholarship selection process in December 2019. She has served as the chair of this selection committee for the past two years.

She gave an overview of the award, stating that each fall, the committee reviews applications and decides how to award the \$9,000 scholarship money. The scholarship is for faculty who need financial assistance to attend a conference. The application asks faculty to state what the impact of the conference will have on their teaching and requires them to give a post-conference presentation in the form of a workshop or poster.

This year there were nineteen applications, a great increase from the eight received last year. The committee met on December 10th and awarded \$1,500 to three applicants, \$1,000 to four applicants and \$500 to one applicant. The committee gave comments and advice to those not selected, encouraging them to apply again. The committee made suggestions to update the language on the website and application portal.

After the committee made their selection and the scholarships were awarded, Wendy-Adele Humphrey received an email from a faculty member asking if they would accept a late application. She notified the faculty member that the scholarships had already been awarded but encouraged them to apply for other scholarships on campus. Several weeks later, Wendy-Adele Humphrey and the TLPDC received notice that the faculty member contacted President Schovanec directly and was given money that would be labelled as a Lawrence Schovanec Teaching Scholarship. Wendy-Adele Humphrey and the council members discussed this event and its implications, as well as how to address something like this in the future. It was agreed that annually Suzanne Tapp on behalf of the Teaching Academy would inform President Schovanec of the deadline for submitting applications for the Lawrence Schovanec Teaching Scholarships and the application process.

Teaching Academy New Member Committee Report

Lou Densmore gave a report on the new member selection that took place on April 17th. This year the committee reviewed eighteen applications. Lou stated that about half of the applicants

had attended the information sessions held this year. The committee selected twelve of the applicants. The other six applications were strong but were not as consistent as the top twelve. Each committee member, except one, made reviews before the selection meeting. Two or three of the applicants were close to being accepted and Lou really hopes they apply again. Lou noted that the ones not chosen did a few things advised not to do in the information sessions. The committee met for one hour and the selection process went smoothly. Lou also noted that one applicant changed job positions recently and that hurt the application, but hopes they apply again. Ken Rainwater was chosen as the next committee chair. He enjoyed working with the committee and shared they are a great group of faculty to work with. Lou and Bob are working on comments to share with those not selected.

Angela thanked Comfort for having the idea for new member application informational sessions and would like this to be a regular session.

Bob agreed as it makes it easier on the applicants.

Comfort thanked Lou for his work and leadership.

Provost's Council

Bob gave a partial update on the Provost's Council. The meeting began thirty minutes before the Executive Council meeting, so he was only able to attend the first half.

The university was expecting financial cuts and are considering budget proposals. The state usually makes suggestions, but they are not certain at this time. They should have a better idea in June. Summer enrollment numbers are strong. If credit hours stay consistent, hopefully this crisis will not be too financially damaging. Hiring committees are taking strict measures and much of the university's spending is on hold. The President's office has taken more central hits to protect the colleges.

IT licenses have greatly increased. Remote access is up by 1000% and Zoom licenses are up by 2000%. IT has been working hard to provide hardware and hotspots. They are also making sure everyone can use digital signatures.

Bob noted that his college received feedback today and that this process is going as smoothly as possible. Students can change grades A through C- to CR (credit) and this will not affect their GPA. The Provost hesitated on this issue at first but has now made this option available on an individual basis.

Comfort noted that Texas Tech has great resources through the TLPDC and IT.

Bob shared that Texas Tech has had good feedback.

John M. Burns Conference

Bob has been communicating about speaker ideas with Patrick Hughes and Suzanne.

Suzanne shared the idea of having a panel with Teaching Academy members, who could give reflections about remote teaching. Justin Hart, Chris Smith, and Malinda Colwell are being considered. She would also like Melanie Hart to give her presentation on the future of higher ed. She also mentioned that she has partnered with Angela on transparent assignment design and its effect on the department. Suzanne would like to have a faculty and student panel on Texas Tech's response to the COVID-19 crisis.

Bob mentioned the possibility of a second COVID-19 spike in the fall and the issue of our response to remaining online will still be an important issue.

Courtney agreed and stated we could even make this a virtual conference if necessary.

Suzanne shared the idea of doing lightning rounds- giving presenters 5 minutes to present ideas, allowing for more people to speak.

Executive Council Chair Elect

Courtney Meyers was elected the new chair elect. There were seven votes, all were for Courtney.

Discussion:

Strategies for Summer

Suzanne shared that she would like the TLPDC, eLearning, and Teaching Academy to continue to collaborate as the university transitions to online learning in the summer. She mentioned the Questions and Answer page the Teaching Academy created and shared that only one faculty member asked a question. She would like to keep gathering ideas.

Recently, eLearning shared their schedule for short live trainings about available technology accessibility. The TLPDC has held nine virtual coffee sessions just to check in and learn how they can help faculty. The TLPDC staff have made videos about different resources and online teaching techniques and they plan to make several more. IT plans to make a tutorial on using Microsoft Teams.

Suzanne asked if the Teaching Academy could create videos and designate members to be point people in their colleges.

Comfort like this idea and suggested Teaching Academy members could make videos about successful strategies they've used online.

Courtney shared her plan to have two different panels. The first would be made of three people talking about organizing courses on blackboard. The second would be about how to record videos at home. She expressed the need to change methods to adjust to the new circumstances and the need to be flexible in how we are able to meet requirements.

Mitzi Lauderdale thanked the TLPDC staff. She praised eLearning for their help but was especially grateful to the TLPDC and how they compliment assistance from eLearning with pedagogy strategies.

Angela also expressed thanks to the TLPDC and eLearning. She stated that they've helped Texas Tech stay ahead of things. She is concerned about the summer because of the drastic change. She is creating a document of best practices and attempting to condense the resources given by eLearning. She also shared the idea of giving staff who do not have as much work the task of helping faculty meet accessibility requirements.

Bob agreed that it is difficult to keep up with the guidelines and changes.

Suzanne mentioned that the TLPDC has experimented with an app called Clips that allows you to easily caption videos. YouTube also has automatic captioning that can be easily edited.

Suzanne stated that she would email their planned sessions and asked if the Teaching Academy could build on that.

Angela said she can share her document with Melanie Hart who can give it to others who might need it.

Suzanne mentioned the need to streamline information to keep from overloading faculty. Mitzi agreed with this and said the synergy between the TLPDC and eLearning was evident. Suzanne returned to the subject of the Lawrence Schovanec Teaching Scholarships. She found the email communications about the scholarship funds and will forward those to Bob.

Bob reminded the council about the Spring business meeting on May 8th.

Adjourn:

Comfort Pratt motioned to adjourn the meeting; Suzanne Tapp seconded.

Minutes respectfully submitted by Molly Jacobs.