

**Teaching Academy Executive Council Minutes**  
**May 7, 2021**

**Members Present:**

Angela Lumpkin, Courtney Meyers, Bob McDonald, Mitzi Lauderdale, Dominick Casadonte, Tara Stevens, Susan Tomlinson, Carla Lacerda, Suzanne Tapp

**Members Not Present:**

Ali Duffy, Brie Sherwin, Patrick Hughes

**Approval of Minutes:**

Dom moved to approve the minutes from April 22, 2021; Susan seconded. The council approved.

**Updates**

*Teaching Academy New Member Selection Committee Report*

Ken Rainwater gave a report on the selection of new members. The committee received ten complete applications and accepted nine as new members. Seven applicants originally scored above the minimum eighty percent. The committee discussed and rescored according to the voting protocol, which resulted in nine applicants scoring above eighty percent.

Angela shared that all the applicants had been notified by letter, and those accepted will be inducted in the fall.

The committee had trouble using WizeHive, the application and reviewing platform. Ken noted that it is helpful for applicants, but very tricky for reviewers. Ken shared the committee's two recommendations. First, the committee recommended amending the application guidance to add student response rates to the teaching evaluation numbers. Second, the committee recommended updating the headings of the application categories so that they matched the headings in the evaluation format.

Suzanne shared that there is a search for a campus-wide award platform software to allow for consistency and hopefully will be more user friendly.

Mitzi moved to approve the two recommendations made by the New Member Selection Committee; Bob seconded. Dom proposed a friendly amendment regarding the student response rate. He stated that the student response rates should include the number of students responding, total number of students in the class, and response percentage. Mitzi and Bob accepted the friendly amendment. The council approved.

**Discussion**

*Clarity on Bylaw Change*

Angela noted that the changes regarding the two new at-large positions applies to the standing committees (section 6.2) as well as the Executive Council (section 4.1.1). Angela shared that she had not realized with the addition of the two at-large positions applying to the standing committees, would this be too challenging to all colleges. The council discussed this and agreed with the original decision that having these positions on the standing committees would be helpful.

### *Committee Voting Protocol*

Angela reminded the council that they decided to not change the name of the DETA, they addressed the conflict of interest in section 5 and 7, they addressed the possibility of a tie in section 7, defined eligibility in Points of Clarification, and adding weights to Points of Clarification.

Angela noted that the DETA needs to be advertised more to encourage a higher number of applications. She suggested adding the winning application materials to the website to provide clarity to future applicants. Angela pointed out that she added the weight due to conflicting feedback in the past from the selection committee regarding use of award money. In the past, criterion five has been weighed heavily, and Angela said that this may need to be addressed. She initially weighed the narrative with fifty percent and the Appendices with fifty percent just as a starting point for the discussion. Angela reminded the council that Appendix A is a list of faculty who contribute to teaching, and Appendix B is any other supporting material. Dom stated that the narrative should be weighed more heavily than the numbers in Appendix A. Courtney shared that she has not served on the DETA committee and is hesitant to make changes to the process without more information. She also suggested holding a DETA application information session to encourage departments to apply. Angela stated Kirsten Cook, committee chair, could be asked to lead this session. Angela asked the council how criterion five should be weighed. Courtney noted that Appendix A would be helpful, but it should not be weighed. Susan noted that application should be about the narrative and that the information from Appendix A could be part of that. She then stated that the process could be simplified by having the use of the award money fit into the narrative as well. Then the narrative could be seventy five percent and the use of money could be twenty five percent. This could allow for each unit to build a narrative that fits them and their own situation. Bob, Courtney, and Suzanne suggested that the council defer these decisions to Kirsten Cook and the selection committee members. Courtney moved to accept the changes proposed at the April meeting made in section 5, 7, and the Point of Clarification of the Committee Voting Protocol; Dom seconded (this does not include the weighing issue because that was added after the meeting in April). The council approved. Angela would like to allow Kirsten Cook to make suggestions to the protocol if necessary. Dom agreed and asked that any suggestions from Kirsten be brought to the council for final approval. Courtney moved to ask Kirsten Cook to create proposed changes to the DETA criteria and to give a report to the council in the fall; Bob seconded. Angela has asked Kirsten Cook to do this.

### *Annual Report*

Angela will send the report to the council and add it to the website. Angela asked the council for additions. Courtney shared that her committees would like to stay involved, and she is finding ways for them to continue engaging in the work evaluating teaching. Dom mentioned that this year's new students will still be new next year as far as their in-person experience on campus, and he may want to think about how to address that next year.

### *Summer Plans*

Courtney set up a strategic plan with Suzanne and Angela for 2021-2022 to continue recognizing teaching excellence. She plans to meet with Ginger Clark in June to further talk about how to define teaching excellence. In July, Courtney would like to incorporate that definition into teaching plan development. She shared that she will be reaching out to each council member to request that they lead their academic units in teaching plan development. Dom agreed that

information on development plans is important and emphasized that it is not a lesson plan. Courtney plans to create instruction guides for planning. Courtney, Suzanne, and Angela have identified people who can help start the discussion to reframe student evaluations to be more about the student learning experience. The evaluation should be less about the teaching and more about their learning. Dom suggested factoring in a metacognition analysis. Courtney noted that Michael Serra will be working on this as part of her committee. Courtney also encouraged the council to use the self-reflection tools in DigitalMeasures.

#### *Members Rotating off the Executive Council*

Angela thanked Brie Sherwin, Mitzi Lauderdale, and Bob McDonald for their service on the council. Angela also shared that Carla Lacerda will be leaving to work at another university. She thanked the TLPDC staff and their close relationship with the Teaching Academy. Dom noted Angela's leadership and thanked her for all the work she has done as chair this year.

#### *Diamond Award Recipients*

Suzanne shared that the recipients are being featured on the TLPDC video wall and social media sites. She would also like to do a video series to highlight some of the recipient's stories. Susan shared how great it was to be part of the selection committee.

#### *Notes from the Provost Council meeting on May 17, 2021*

- **Wendoli Flores from the Office of Prestigious External Student Awards** explained how her office welcomes faculty to nominate students for these awards, including general nominations. See <https://www.depts.ttu.edu/pesa/Documents/PrestigiousExternalStudentAwardOpportunitiespdf.pdf> for a list of these awards. Faculty also can go online for the list of Opportunities for Top Scholars.
- **F&A Negotiation Process – Sarah Cody, Managing Director in Accounting Services**
  - The F&A rate package based on this negotiation is due on 2/28/22.
  - Currently TTU is in the pre-determined F&A phase, which may be backed up in timing with an interim rate possible.
  - Space survey training in June for business managers (points of contact) should attend.
  - TTU has been moved to the Office of Naval Research for the federal government contact (based on research dollars over the past three years); revisited every five years.
- **New Faculty Orientation Revisions – Suzanne Tapp**
  - Six modalities will be used based on feedback from participants and contributors and peer institutions.
    1. Email communications—set up eRaider, access Blackboard, get IDs, etc.
    2. Links with information.
    3. Self-paced virtual training sessions through Cornerstone.
    4. Video about benefits and Q&A; one-on-one training with eLearning; Teaching Academy sessions.
    5. Face-to-face—½-day session at TTU Museum on August 19 at 8:30 to noon is required—President, Provost, Chief Diversity Officer, representative departments, Q&A session, meet with Rob Steward and Jaclyn Canas-Carroll.
    6. Fall workshop series for new faculty – choose four from among 20+ options (face-to-face and virtual sessions).

- Question about Deans being allowed for lunches with new faculty from Dean Williams.
- **Faculty Fellows Progress Report – Elizabeth Trejos**
  - What does faculty success look like?
    - “Perceived Survey to Advancement” survey; good number of responses.
    - Faculty information webpage—links; also could be used for recruitment.
    - Data on recruitment and retention—what are being collected?
    - Met with the Office of Engagement about how to expand faculty involvement and reporting.
- **Other Business**
  - Power outage— library closed on Saturday, May 29; all technologies devices should be turned off and unplugged.

**Adjourn:**

Angela adjourned the meeting.

Minutes respectfully submitted by Molly Jacobs.