

Teaching Academy Executive Council Minutes

September 25, 2020

Members Present:

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

Members Not Present:

Ali Duffy, Brie Sherwin, Susan Tomlinson

Approval of Minutes:

Angela Lumpkin noted that the minutes from April 24th, 2020, with requested change were ready for approval.

Bob McDonald moved to approve the minutes from April; Courtney Meyers seconded. The minutes were approved.

Angela asked to attach the notes from Provost's Council to the minutes in the same month. The August 24th Provost's Council are attached to the minutes from August 28th.

Bob moved to approve the minutes from August 28; Dominick Casadonte seconded. The minutes were approved.

Discussion:

Chancellor's Council Distinguished Teaching Award

Angela Lumpkin shared that the selection meeting will be October 16th.

Suzanne Tapp reminded the council that OP 32.13b outlines the rules for this award. In addition to the Executive Council, the committee will also include Erica Irlbeck as a past award recipient and the Faculty Senate President, Seshadri Ramkumar. There is a rating sheet for the committee to use in the evaluation. The nominations can be submitted through the WizeHive portal until Thursday, October 8th. Kerri Pike and Angela will make sure the nominations fit the requirements before the committee begins to make their reviews. The committee is asked to submit reviews the day before the meeting to allow time to score the reviews. The council is able to recommend up to four recipients. Olympic scoring is used which removes the highest and lowest score to counteract any bias. A council member is recused from the reviewing process if a nominee. Council members are no longer able to write letters of nomination for this award.

Teaching Academy Commitment Initiatives Report

Ali Duffy submitted her report in writing. The Mentoring New Faculty group is off to a terrific start! We have 22 TA members who will be helping out with our efforts to welcome and support new TTU faculty this year. After a bit of back and forth with the subcommittee, we have decided to offer three initiatives in the coming year: 1) 1:1 mentorship of new faculty in which each of the 22 TA members will be assigned to 3-5 new faculty members and will zoom with them at least once in the fall semester to field questions or brainstorm issues with them; 2) We will also offer a few webinars addressing issues such as bureaucratic FAQs, striking an appropriate workload balance, and applying for internal grants/awards; and 3) We will work to create a

mentorship toolkit that can be used across campus for anyone to mentor new faculty members and even graduate student workers. Please let me know if you would like to be added to our group and to help with mentoring new faculty this year.

Dominick gave his report from the mentoring new students group. There are 18 members who will be involved in this initiative. They are working with the First Gen office and MentorTech. The focus will be more on first generation students and they will do a welcome and wellness checks. Dominick drafted an email to send next week as a welcome. He is also working on a video.

Angela reminded the council that they are partnering with the Dean of Students and the Division of Diversity, Equity, and Inclusion as a way to work together to benefit students. She asked the council to connect their colleagues with one of these three groups.

Courtney gave her report from the group working on peer evaluations. There are 16 members working in this group. Strategies include:

- Provide a webinar panel discussion about peer evaluation/observation strategies.
- Create additional resources to share on the Teaching Academy website for different disciplines/types of courses (such as studio, lecture, lab, etc.).
- Improve training/instruction for individuals to conduct evaluations/observations.
- Discuss how to evaluate online and hybrid teaching.
- Consider how to complete teaching observations for professors of practice.
- Identify ways to encourage people to conduct the reviews and how to facilitate the process.

New Member Application Timeline

Angela reminded the council that the nomination/recommendation letters are now due 10 days after the applications to allow for more time. The council set the application to open on March 1st, the application deadline on April 2nd at 5:00 pm, and the letter deadline on April 12th at 5:00 pm. Angela suggested continuing the tradition of hosting two workshops about the application process. She asked Molly to communicate with Ken Rainwater about setting dates for these workshops in January and February.

Departmental Excellence in Teaching Award Timeline

The Provost's Office set the application deadline for January 29th. The committee's selection is due to the Provost by March 12th.

Lawrence Schovanec Teaching Development Scholarships Timeline

The council would like to promote the option for virtual conferences due to travel restrictions. This could allow for more applicants to receive a scholarship. The council set the application to open on September 28th and the applications are due on November 13th. Angela requested language promoting virtual conferences be added to the website.

College Representatives on Standing Committees

It can be challenging to have each college represented on all committees due to some colleges having few Teaching Academy members; some colleges have fewer than 3 members. Suzanne said there are often committees without representation from smaller units. Angela suggested asking Deans to encourage Teaching Academy membership in their colleges. Bob noted that the Honors College and Architecture have previously had a larger number, but now have only a few due to retirements. Dominick mentioned that there are several faculty who are not in the Honors College but teach in Honors and asked if they could serve as representatives. Suzanne reminded the council that there was a similar situation last year. A library member requested to serve as an Honors representative. The Dean requested that only Honors faculty serve, and the position is now vacant. Courtney asked if the bylaws address this. Angela noted that they do not and would like to add language for this situation. Bob noted that it will take a long time for these smaller units to build their membership on the Teaching Academy. Dominick suggested bringing back Emeritus faculty. Mitzi suggested allowing Emeritus faculty could make nominations. She asked if this would only be a solution to fill a vacancy or if this would be a new addition to every committee election. Angela suggested the following language for Article VI, Section 6.2:

“Each committee will operate with the members elected from each of the colleges, even if a college does not elect a member, as long as the committee has a minimum of nine members.

If there is an insufficient number of Teaching Academy members who are current faculty in any college to elect a representative for each Teaching Academy committee, the Chair of the Executive Council may contact emeriti faculty in that college who were Teaching Academy members to seek a representative, if requested to do so by the College’s member on the Executive Council.”

Mitzi asked if the Dean would be responsible for finding a representative. She also suggested that preference be given to current faculty before allowing an Emeritus faculty to serve. Angela asked the council to continue to think on this and discuss further at the October meeting.

Teaching Academy Faculty Resources and Webinars

Angela asked the council to encourage colleagues to create a webinar and asked Suzanne to write a call for volunteers. Angela requested that presenters from the Burns Conference create short videos or host a webinar. Dominick suggested having a blog to have recurring material. Suzanne said we do not have a consistent blog currently. Carla suggested spreading out these resources over the semester to make them more digestible and possible sending out a weekly message about resources. Dominick recommended something like “Tea with the Teaching Academy” as a way to make this more social.

Notes from the Provost’s Council 9.21.2020:

- Chad Beights discussed compliance with the Clery Act. This act requires reporting of crime statistics and information about campus security. He mentioned that changes in this law now

require reporting on students' travel with dates, hotels where staying, and hotel rooms as it relates to crime in the surrounding area.

- Patrick Hughes reported on positive trends and projections in retention, re-enrollment, and graduations rates. He shared that current initiatives, such as expanded supplemental instruction, expanded online information and help opportunities, and identification of and provisions of expanded services to at-risk students, contributed to these improvements. He stressed how additional efforts, such faculty reporting through Strive.TTU.edu about absences and struggling students, would help achieve higher goals for retention, re-enrollment, and graduations rates.
- Aliza Wong invited academic departments to offer Honors sections of courses taught by faculty “in-load,” which was preferred to faculty teaching a course as an overload. She praised how faculty welcomed Honors students to work on research projects with them.
- Aaron Pan provided an update on the activities of the Museum of Texas Tech University. The museum has been providing virtual services such as videos and tours even though it remains closed.
- Earnstein Dukes described the Texas Library Consortium and Elsevier negotiations.
- Rob Stewart shared information about spring modalities and schedules.

Adjourn:

Angela adjourned the meeting.

Minutes respectfully submitted by Molly Jacobs.