

Date	1/23/2023 / Time: 10:00 - 11:00 am																																								
Invitees / Attendance	<table border="1" data-bbox="318 520 1498 909"> <tr> <td>P</td> <td>James Bartlett</td> <td>P</td> <td>Alice Lee</td> <td>A</td> <td>April Fogleman</td> </tr> <tr> <td>P</td> <td>Diane Chapman</td> <td>P</td> <td>Holly Hurlburt</td> <td>A</td> <td>Ying Xi</td> </tr> <tr> <td>P</td> <td>Grae Desmond</td> <td>P</td> <td>Carla Delcambre</td> <td>A</td> <td>Andrey Kuznetsov</td> </tr> <tr> <td>P</td> <td>Roger Narayan</td> <td>P</td> <td>Beth Wright Fath</td> <td>A</td> <td>Melissa Srougi</td> </tr> <tr> <td>P</td> <td>Jason Swarts</td> <td>A</td> <td>Whitney Jones</td> <td></td> <td></td> </tr> <tr> <td>P</td> <td>Rishika Rishika</td> <td>A</td> <td>Pierre Gremaud</td> <td></td> <td></td> </tr> </table> <p data-bbox="318 909 1498 957">** Special Guest: Judy Austin (Faculty Awards/Events Coordinator).</p>					P	James Bartlett	P	Alice Lee	A	April Fogleman	P	Diane Chapman	P	Holly Hurlburt	A	Ying Xi	P	Grae Desmond	P	Carla Delcambre	A	Andrey Kuznetsov	P	Roger Narayan	P	Beth Wright Fath	A	Melissa Srougi	P	Jason Swarts	A	Whitney Jones			P	Rishika Rishika	A	Pierre Gremaud		
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Action Items from last meeting	<p data-bbox="318 978 1498 1010">The meeting was called to order in Zoom at 10:04 a.m. with a quorum present.</p> <ul data-bbox="318 1010 1498 1883" style="list-style-type: none"> ● It was advised that the meeting would be recorded for use in capturing the Minutes and the recording would not be shared publicly. ● Judy Austin spoke to the committee regarding the Outstanding Teaching Awards. <ul style="list-style-type: none"> ○ The Process: <ul style="list-style-type: none"> ■ Candidates are nominated at the department level. ■ It is possible for a student to come forward to someone in a department and nominate a faculty member for outstanding teacher. ■ Whomever is nominated can be moved forward to the College Award Committee. (These are individuals who are vetted at that level). ■ Every year nomination caps are offered per college. This is based on FTE's per college for full-time faculty members. ■ A faculty member can be renominated even if they have won before; there is no limit on being nominated as an outstanding teacher; an individual can win multiple times for this particular award. ○ How the Teaching Evaluations are used in the process: <ul style="list-style-type: none"> ■ Evaluations are being requested in the following ways: <ul style="list-style-type: none"> ● Two evaluations are being asked from among a pre-pandemic or post-pandemic semester (i.e.- you may choose from Spring 2019, Fall 2019 or Spring 2022). ● The second option is - a candidate may submit just the open-ended responses from students that were offered to them during the pandemic years. ○ What is pulled out of the Teaching Evaluations and what are some things as a committee that can be done to make the process easier? <ul style="list-style-type: none"> ■ The Committee can look at a nominee's: 																																								

- CV
- Teaching Statement
- Teaching Philosophy
- No Rubric is offered so its up to the committee how they evaluate the nominee (that changes year to year depending on who is sitting on the committee).
- Nominee's are also ranked so a committee can nominate up to a maximum of 18 candidates.
 - There is also a subset of Alumni Outstanding Teaching candidates; this is when the committee is asked to select 6 out the the 18 candidates for the Alumni Outstanding Teaching Award (this is why ranking the candidates is important).
 - Class Evaluations, student comments/letters and peer evaluations are looked at and are weighed in when choosing the 6 candidates.
 - The candidates for the Alumni Outstanding Teaching Award are supported through the Alumni Association.
 - Each of the recipients that are nominated for the Outstanding Teaching Award will receive a \$1000 and will be recognized at a special event that the Alumni Association holds every year as well as the Teaching Awards ceremony that is held in April.
- **When a student committee member look for candidates to nominate:**
 - They view the candidates peer evaluations and their teaching statement.
 - They bring a different perspective and narrative to selecting candidates.
- **Timelines**
 - The Outstanding Teaching Award Committee will meet in January with a deadline at the end of November.
 - The call for awards comes out mid-August giving colleges and departments a decent amount of time to consider candidates and have the processes completed before they have to submit the nominations to Judy Austin.
- The [November 21, 2022](#) Minutes were approved. Motion to approve by Dr. Carla Delcambre, seconded by Dr. Roger Narayan.
- Dr. Bartlett shared a link to the UNC System Office meeting of the Board of Governors [Committee on University Governance](#) on possible changes that may occur throughout the UNC System.
 - Suggestions have been made for changing the policies for faculty hiring, faculty promotion, faculty tenure, evaluations and admissions.
 - Page 22 of the document could possibly impact questions on the college and department level.

Core Class Evaluation Questions

Discussion 1

- Discussions continued on [Proposed Changes To On-campus ClassEval](#) with specific focus on voting on the top 8 questions that had been revised.
- Motion to approve the Proposed Changes To On-Campus ClassEval questions 1-8; specifically revisions on questions 2,4,6,7 and 8 were made by Dr. Beth Wright Fath and seconded by Dr. Carla Delcambre.
 - Are there only 8 Core Class Evaluation Questions available or can more be added?
 - Would the committee like to add a question of “does the instructor create an inclusive learning environment?”
 - Motion to consider the amended list of 9 instructor related questions were made by Dr. Jason Swarts and seconded by Dr. Beth Wright Fath.

UPDATE QUESTIONS

- 1. The instructor’s teaching aligned with the courses learning objectives/outcomes
- 2. The instructor was receptive to scheduling meetings outside the classroom.
- 3. The instructor explained material well.
- 4. The instructor showed an interest in helping students learn.
- 5. The instructor gave useful feedback when needed.
- 6. The instructor was prepared for class
- 7. The instructor created an inclusive learning environment.
- 8. The instructor consistently treated all students with respect
- 9. The instructor created an effective learning environment.

Announcements:

A suggestion was made for the committee to review the [NC Policy Watch](#) article.

Adjourn

The meeting was adjourned at 11:00 a.m.

Next Meeting:

Monday, February 27th at 10:00 a.m.