Committee on Excellence in Teaching

Meeting, November 22, 2011, 12:15pm

Attending: Wendy Binder, Monica Cabrera, Ana Harrison, Dorothea Herreiner (Ex officio), Beth Serlin, Ani Shabazian, Sijun Wang, Kevin Wetmore (Chair), Damon Willick, and Nick Mattos

Introductions of CET members were given for those not present at the last meeting.

Dorothea Herreiner presented her proposal to amend and alter CTE goals. She suggests that they be reviewed regularly in order to ensure alignment with University goals, the core curriculum, the Strategic Plan, etc.

Discussion by Committee members lead to the following revisions to the proposed changes:

Bullet 6 - change to Scholarship of Teaching and Learning

Bullet 4 – after some discussion, the initial proposal of “Engage all students in the learning process” was changed to “engage every student from our diverse population in the learning process.”

There was a discussion about the phrasing of “The CTE supports the teaching and learning community...” introducing the activities and services of the CTE, in particular, about whether this is an exhaustive list, a list of the main activities, an up-to-date list of activities, etc.

After discussion of several options, including phrasing indicating availability and flexibility of the CTE by stating, for instance, “eager to be responsive to requests of faculty”, the bullet point “Other Services” is moved to the bottom and changed to “Other individual or group services as needed or requested by the faculty.”

Changes to CTE Mission Statement were raised and discussed, in particular, focused on the words “enhancing the teaching and learning process”. Suggested wording to include is: “enhancing the teaching in order to improve the learning process.” This discussion was tabled until next meeting or may be continued by email discussion.

CET members voted to accept all revisions to the goals recorded in the meeting by unanimous vote, and postponed discussion of any changes to the mission.

Dorothea announced the availability of voice, speech, and language coaching for faculty. This is a new program that will be offered by the CTE.

Dorothea presented the updated Walsh SoTL Grant materials for 2012-13. Suggested changes are that all full-time faculty (including clinical) will be eligible for Walsh Grants and that presentation of grant outcomes at LMU can occur in a variety of formats to be coordinated with the CTE Director. The applicant must also describe a clear plan for dissemination of the grant findings beyond LMU. All
suggested amendments are passed unanimously by vote of CET members and the CTE Director is authorized to update and clarify the application documents before dissemination to the faculty.

Dorothea suggested that the Committee consider the possibility of funding interdisciplinary and or team proposals at a higher rate. This is in line with the University Core Curriculum, and Strategic Plan. CET members suggested keeping the amount vague enough to give some room for decisions with a maximum of $8,000. Applicants should be encouraged to consult Center prior to applying. Inclusion of an option for funding for interdisciplinary/team projects is passed by unanimous vote of CET.

Dorothea indicated that no more than $15,000, at most $16,000 (in case of two full interdisciplinary grants) are available for funding. She also indicated that this amount is seriously stretching the CTE budget. She clarified, that some years ago three or more grants were funded when grant amounts were lower.

Kevin indicated that careful planning of future meeting is necessary to make sure that grant funding decisions can be taken in a timely manner between receiving all grant material in early February (2/6) and notifying grant recipients (3/5).

The submitted six Travel Grant proposals were discussed. It was emphasized that applications should be related to pedagogy of collegiate/graduate-level teaching at LMU, not disciplinary content. The CTE budget can fund up to 5 at the present time.

After a discussion the following funding decisions are taken:

Dewar - Fund $1,000
Heiland – Fund $1,000
Jaroszewicz - Fund $1,000
Ramos - Fund $1,000
Reilly - Do not fund
Siniawski - Do not fund

Dorothea suggested not funding internet fees or like ancillary expenses in the future. Grants should be limited to conference registration and transportation.

Damon Willick will be on sabbatical next semester. Kevin will work with Damon and the Dean of Communication and Fine Arts to find a substitute for the Spring Semester.

Another meeting will be scheduled in December by email.

Adjourn 1:40pm