Committee on Excellence in Teaching

Meeting December 13, 2011

Attending: Wendy Binder, Monica Cabrera, Dorothea Herreiner (Ex officio), Kevin Wetmore (Chair), and Damon Willick.


In the absence of a quorum, no votes were taken.

Called to order at 10:38 am

After determining that in the absence of a quorum, this meeting would only consist of information and discussion, but no votes, we then reviewed the CTE Goals and Mission. We also began to examine the CET bylaws with an eye toward amending them in the Spring Semester. We had a lengthy discussion on how the bylaws might be amended to reflect current practice and to bring them in line with other faculty committees. Dorothea Herreiner has taken the lead on amending the bylaws. In regard to the bylaws, we must change the language to reflect current LMU realities: “Provost” for “CAO” (in IC and IE) and “President” for “CAO” (in IIIE). The question was also raised about who may propose amendments.

One of the chief priorities for the new CTE administrator will be to organize and digitize the CTE and CET records, which are currently haphazard and split between hard copies and incomplete electronic records, including CET minutes from previous years. We also must determine how better to share documents, whether via Blackboard, MyLMUConnect, or email attachments.

The agenda for the next meeting will include reviewing and voting on the CTE Mission and Goals and the CET bylaws. The agenda for the Spring semester will include reviewing the Walsh Grant applications. Dorothea Herreiner also informed the committee that the CET may be the deciding body for New Core Class Development Grants, although we must wait for the faculty senate to decide how to proceed.

Damon Willick will be on sabbatical Spring 2012, and was thanked for his service thus far. Kevin Wetmore will follow up the Dean Busse and the Committee on Committees for a temporary replacement from CFA.

Adjourned at 11:27 am.