Committee on Excellence in Teaching (CET) Meeting  
February 22, 2013

Present: Wendy Binder, Laurel Franzen, Anna Harrison, Dorothea Herreiner, Zahra Nourani, Beth Serlin, Ani Shabazian

Excused: Damon Willick

Meeting commenced at 9:20 am.

Minutes from the previous meeting were approved by all members present.

Walsh grant applications were discussed:

Application 1: CET members decided not to fund this proposal for the following reasons:

Application 2: CET members voted unanimously to fund this proposal for the following reasons:

Application 3: Five members voted not to fund this proposal and one voted to allow for a resubmission.

A discussion was held regarding whether applications should be allowed to be revised and resubmitted. One member voted that yes, if applications were missing certain criteria (i.e. clearly stated SoTL application), they could be allowed to revise and resubmit. Five members agreed that an explanation of denial of funding will aid the applicant in understanding the grant criteria better for resubmission the next year and should not be allowed to resubmit for the current term.

Action items:

- At the next meeting, consider funding a smaller grant to honor teaching innovations.
- Committee members agreed that expenses related to the grant can be submitted for reimbursement. Discuss logistics at the next meeting

On April 19th at 9:30, the CCET with present their work to the CET since the CET will be maintaining those materials after the sunsetting of the CCET.

Student members of the CET – will work out details over the summer as it is currently too late to change by-laws and recruit those student members.

Honor code:

- Want to mention the honor code on the main LMU site
- Reach out to faculty to come up with an exhaustive list of necessary points to include in the honor code

Action items:

- Define plagiarism
- Beth and Damon will work on the oath
- Ani: categorize punishments, who collects the information and how investigations are done (procedures), repeat offenders
- Special grades for plagiarism
- Laurel- honor council and alternatives
- Make sure the links to all documents work
- Wendy will consolidate everyone’s recommendations and then send to all members

Meeting concluded at 10:40 am.