Committee on Excellence in Teaching
January 14, 2014
Von der Ahe 237

Present: Marta Baltodano, Wendy Binder, Laurel Franzen, Anna Harrison, Dorothea Herreiner, Beth Serlin

Meeting commenced at 12:23pm
Meeting adjourned at 1:00pm

1. CET reviewed and approved the minutes from the previous CET meeting, which occurred on December 10, 2013.

2. CET discussed the President’s Fritz B. Burns Distinguished Teaching Award Committee.
   a. The call for nominations for the award from the Provost to faculty is overdue and should be sent as soon as possible. Customarily, the CET decides the winner of the Burns Distinguished Teaching Award by the end of February.
   b. The Office of the Registrar needs to have the name of the recipient by March 1st in order to include the awardee in the Academic Awards Convocation program. Applicants usually have about two months to prepare their portfolios for their applications. The CET requires at least one week to review all materials.
   c. Wendy B. is going to ask the Registrar for an extension on the March 1st deadline. If the Office of the Registrar cannot extend the deadline, then the CET will make February 21st the deadline for applications. If the Office of the Registrar agrees to extend the deadline to March 14th, then the CET make February 28th the deadline for applications.

3. CET discussed LMU adjunct faculty’s plan to unionize.
   a. The Faculty Senate circulated a statement that urged the Board of Trustees to allow part-time faculty to organize a union free of hindrance from the administration.
   b. The CET will also make a statement on adjunct faculty’s plan to unionize. CET is an advocate for the quality of teaching at LMU and wants to recognize working conditions that are most conducive to student teaching.
   c. CET discussed the idea of creating a part-time faculty award. This recognition will serve as an acknowledgement of the teaching contribution of adjunct faculty.
   d. Anna H. will draft a statement on behalf of the committee. She will then send the draft to the committee members for revisions/suggestions.

4. Next meeting: Monday, February 10th, 9:00 AM to 10:30 AM in VDA 237.