Committee on Excellence in Teaching
October 25, 2013
Center for Teaching Excellence Classroom, University Hall 3030

Present: Marta Baltodano, Wendy Binder, Laurel Franzen, Anna Harrison (late arrival), Dorothea Herreiner,

Excused: Vanessa Newell, Damon Willick

Meeting commenced at 1:18pm
Meeting adjourned at 2:00pm

1. CET reviewed and approved the minutes from the previous CET meeting, which occurred on September 13, 2013.
2. Dorothea H. discussed CTE announcements and issues.
   a. The CTE recently launched a Teaching Certificate Program. Participants will carefully develop or redesign one of their classes, from backward course design to assignment development. The class will involve peer review and class observations, and development of multiple feedback and other tools tailored to their classes. Nine faculty members are enrolled in the program.
   b. The CTE has some key events coming up in November – on 11/14 with Gina Ceylan on Inclusive Design and on 11/25 two events with Cinthia Gannett on Jesuit Rhetorical Tradition.
   c. Dorothea H. has secured the support of President Burcham and Provost Hellige for an annual university-wide event discussing developments in higher ed and their implications for the education LMU offers. These discussions will include faculty, administration, and if possible also trustees.
3. All tenured members of the CET agreed to serve on the President’s Fritz B. Burns Distinguished Teaching Award Committee (Wendy Binder is awaiting Damon Willick’s response). The committee needs a representative from the College of Business Administration. If Damon Willick decides that he does not want to serve on the committee, then the Burns committee will also need a representative from the College of Communication and Fine Arts.
4. CET discussed the non-voting status of ex-officio members.
   a. The “Robert’s Rule of Order” states that ex-officio members have exactly the same rights and privileges as do all other members, including the right to vote. The only difference between ex-officio members and other members of a committee is the selection process.
   b. Not allowing ex-officio members to vote creates two classes of membership.
   c. It was suggested to make the distinction between ex-officio committee members and resource committee members.
   d. Dorothea Herreiner will discuss the ex-officio membership issue with the chair of the Committee on Committees, Sue Scheibler.
5. CET discussed the “Enduring Questions” teaching grant sponsored by the National Endowment for the Humanities. The grant focuses on the substance and content of a class rather than its pedagogy. The CET agreed that the teaching grant is worth discussing at future meetings.
6. Due to the absence of a quorum, the meeting was adjourned.