Committee on Excellence in Teaching  
March 17, 2014  
Von der Ahe 237

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

Meeting commenced at 9:20am  
Meeting adjourned at 10:41am

1. CET reviewed and approved the minutes from the previous CET meeting (February 10, 2014) with one amendment.  
   a. Bullet point 4, c: Wendy B. did not mention that she would draft a response on behalf of the committee to the applicant of the Scholarly Grant.

2. CET discussed the President’s Fritz B. Burns Distinguished Teaching Award.  
   a. Wendy B. will distribute the rubric for the Burns Teaching Award to the committee members.  
   b. The President’s Fritz B. Burns Distinguished Teaching Award Committee is scheduled to meet on Friday, March 21, 2014.

3. CET discussed CTE grants and issues.  
   a. There is one Teaching Innovation Grant proposal. Dorothea H. will forward the proposal to the committee.  
   b. CET discussed the Scholarly Grant proposal.  
   c. Fewer faculty members are submitting grant proposals campus-wide. The CTE is also experiencing low attendance at workshops and presentations. Low participation and attendance rates campus-wide may be due to several reasons (e.g., fatigue, expansion of committees and task forces, focus on research, disillusionment after this year’s events).

4. The Technology-enhanced Learning Subcommittee of the Provost’s Planning Council was charged to lay the groundwork for a broader deliberative process to move LMU forward in its use of technology to deliver instruction. The subcommittee developed a report that outlines the inventory of current practices; reviews unit-level plans to identify instructional technology initiatives being proposed; and outlines a list of questions of choices that LMU will need to answer in order to move forward in this area.  
   a. The School of Education is pursuing the implementation of the Quality Matters program as a peer-review-based assessment tool for online classes. Informational Technology has indicated an interest in expanding the use of Quality Matters.  
   b. Standards for peer review already exist and extensive material was developed by a faculty committee. However, these standards are not currently being consistently applied. The CET strongly urges Chairs, Deans, and the Provost to compel all involved in peer review to apply those standards.
c. Once the Technology-Enhanced Learning report is available, the CET plans to write a formal statement on the report and to draft talking points for the Task Force and/or for further discussions.

5. CET discussed concrete suggestions for the adjunct faculty situation at LMU:
   a. Year-long contracts will allow adjunct faculty more time to prepare and design their classes.
   b. Encourage a certain degree of openness with departmental-level governance.
   c. Hiring practices that are standardized and transparent.
   d. Regular peer review of adjunct faculty.
   e. Academic freedom in teaching.
   f. Recognition of quality/monetary compensation based on merit.
   g. Mentorships with check-in points throughout the semester (which will require departmental transparency).
   h. CET will draft a memo discussing key issues for adjunct faculty that impact LMU students, learning, and teaching. The committee plans to send the report to the Faculty Senate, the Provost, and to the Task Force.

6. Next meeting: Monday, April 7, 2014 from 9:00am to 10:30am in VDA 237.