Pew Faculty Teaching and Learning Center Advisory Committee Meeting Minutes  
Feb 28, 2011


Visitors: Kathy Bailey (CCPS), Richard Cooley (CLAS), Sonia Dalmia (Seidman), and Neal Rogness (CLAS),

Meeting called to order: 1:00pm

Approval of Agenda: The committee voted to approve the agenda. Patrick Gerkin moved, Aziz Rahman seconded. Approved.

Approval of Meeting Minutes: The committee approved the minutes of January 24, 2011. David Bair moved, Aziz Rahman seconded. Approved.

Announcements
FTLCAC members in attendance introduced themselves and visiting chair and personnel committee members from CLAS, Seidman School of Business and CCPS were introduced.

1. Old Business - College Personnel Committee Discussion

A. The visiting personnel committee members discussed and shared their experiences and insights on the following questions: 1) How are student evaluations used in tenure/promotion decisions by your committee? 2) How does the faculty typically use or assess student evaluations in their proposals for tenure/promotion? 3) How does the faculty typically organize and prepare self-reflections (i.e. integrative statements)? 4) What types of peer review has your committee seen in support of tenure/promotion decisions and 5) Do you have recommendations on "best practices" or examples that could be included as guidance for faculty?

The discussion illustrated the wide range of different approaches and challenges that the personnel committees face in assessing effective teaching. To highlight some items, colleges such as CCPS have guidelines and outlines along with example portfolios for faculty while CLAS does not. Colleges like Seidman have abandoned on-line student evaluations while others leave it up to the individual instructor. CLAS personnel committee members review greater than 80 contract renewal/tenure/promotion decisions per year and appreciate faculty who synthesize and provide summaries of their activities. Personnel committee members use student evaluations to identify concerns and expect faculty to address possible concerns in their self reflection. It was evident from the discussion that guidance on how to demonstrate effective teaching would benefit both faculty and personnel committee members.

Meeting adjourned: 2:00 p.m.
Respectfully submitted by,
Peter Riemersma