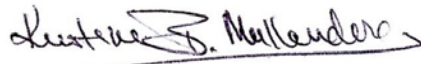GRANDVALLEY
STATE UNIVERSITY

University Academic Senate
Executive Committee of the Senate
Kristine Mullendore, Chair 2010-11
Nancy Levenburg, Vice Chair 2010-11

Memorandum

TO: Peter Riemersma, Chair, Faculty Teaching and Learning Center Advisory Committee

FROM: Kristine Mullendore, Chair, ECS/UAS

SUBJECT: Agenda for 2010-11

DATE: August 20, 2010

CC: Gayle R. Davis, Provost and Vice President for Academic Affairs
             ECS Members
             FTLCAC Members

At its retreat on August 19, 2010, the Executive Committee of UAS agreed that we should continue to offer some guidance to the standing committees as they embark upon another academic year. This assistance is intended to support the ongoing work of the members of each committee as they identify and prioritize agenda items for the upcoming academic year.

Attached for your reference is the section from the Faculty Handbook which outlines the regular responsibilities of your standing committee. In attending to these regular duties, ECS would like you, as time permits, to address the following matters in the order below:

1. Support Dr. Christine Rener, the FTLC Director and meet with the FTLC staff to set goals for the 2010-11 academic year.
2. Assist in the discussion during Fall of 2010 with ECS, UAS, FPPC and the University Counsel to address policy issues identified by University Counsel that must be resolved before the Board of Trustees may consider and support the policy revisions to the Faculty Handbook and Administrative Manual language faculty personnel policy revisions regarding "Effective Teaching" in Chapter 4, 2.9.1.A recommended by UAS in 2009-10.
3. Support ECS/UAS and FPPC in considering policy revisions concerning the use of student evaluations of teaching at GVSU based on the FTLCAC report submitted to ECS/UAS and FPPC in 2008-9 as the 2009-10 Faculty Handbook and Administrative Manual language faculty personnel policy revisions regarding "Effective Teaching" in Chapter 4, 2.9.1.A after they are adopted by the Board of Trustees and ready for implementation.
4. Support the work of governance in its consideration of the action items in the report submitted by the 200-10 Academic Integrity Committee as it applies to teaching.
5. Recommend revision to the Faculty Handbook language governing FTLCAC membership to add a non-voting member representing Informational Technology.

Thanks for all the work you do on this important committee.

g. Pew Faculty Teaching Learning Center Advisory Committee (FTLCAC)

i. Faculty Membership: Faculty membership of the Pew FTLCAC consists of four members from CLAS, one from each of the remaining colleges, and one from the university libraries. The term of office is three years beginning at the end of the winter semester. Terms are staggered.

ii. Student Membership: One student selected by the Student Senate for a term of one year.

iii. Administration Membership: The Director and Assistant Director of the Pew FTLC ex officio, non-voting.

iv. Responsibilities: The role of the Advisory Committee is to provide advice on policy, direction and performance of the Pew FTLC. The committee will:

a) Serve as a liaison between the Grand Valley community and the Administrative Staff.

b) Provide information about faculty development needs.

c) Provide feedback to the Administrative Staff about faculty responses to the Pew FTLC and its activities.

d) Develop Pew FTLC policies.

e) Review proposed programs and activities for the Pew FTLC.

f) Initiate and/or respond to discussions of teaching and learning issues, referring them to appropriate bodies of necessary.

g) Establish grant funding priorities, and to establish a sub-committee to review applications for faculty teaching renewal and development grants.

h) Annually review the effectiveness of the Pew FTLC's program activities, and report results to ECS/UAS.

i) Review annually the physical resource and space needs for the Pew FTLC.

j) In the case of a vacancy, assemble a search and selection committee for Pew Administrative Staff.