

CHARTER COMMITTEE ANNUAL REPORT TO THE SHARED GOVERNANCE COUNCIL

Committee: Council on Teaching

Report Year: 2014-2015

Committee Chair(s)	<i>Shelly Campo</i>
Committee Members	<p><i>Faculty</i> Anita Jung Judy Polumbaum John Prineas Gregory Friestad Bruce Justman Anita Stineman Thomas Schmidt Meara Habashi (lecturer appointment as of Spring 2015)</p> <p><i>Staff</i> Rebecca Machen</p> <p><i>Students</i> Ethan Valentine John Humston Laura Ferris Danny Linggonegoro</p> <p><i>Administrative Liaison</i> Lon Moeller (Associate Provost for Undergraduate Education)</p> <p><i>Affiliated</i> Jean Florman (Center for Teaching, Office of Teaching, Learning, Technology) (OTLT)</p>
Committee Charge	<p>The Council shall:</p> <ul style="list-style-type: none"> (a) Provide a forum for discussion of present and future needs in the area of teaching and recommend programs for meeting these needs; (b) Seek, evaluate, select candidates, and establish guidelines for University-wide teaching awards, including but not limited to: Outstanding Teaching Assistant Awards, the President and Provost Award for Teaching Excellence, Instructional Improvement Awards. Similarly, seek, evaluate, and select candidates for extra-University teaching awards, including U.S. Professor of the Year. (c) Advise on development of proposals for outside funding to support curricular development, equipment for teaching, and any other proposals related to the teaching and learning effort of the University; (d) Advise with respect to the policies, priorities, and procedures on: <ul style="list-style-type: none"> (i) evaluation of teaching and learning, including codes of teaching responsibilities;

	<p>(ii) University-wide experimental or nontraditional education programs;</p> <p>(iii) the method, time, and efficiency of registration;</p> <p>(iv) the conduct of convocations and commencements; and</p> <p>(v) the University calendar.</p> <p>(e) Serve in an advisory and oversight capacity for the Center for Teaching.</p>
Current Year Meeting Dates	<p>9/12/14 (introduced new members and reviewed fall meeting schedule)</p> <p>11/18/14 (selecting the Instructional Improvement Award Winners)</p> <p>12/15/14 (selecting the President and Provost's Award winner in the lecturer/adjunct category)</p> <p>1/28/15 (selecting the final winners for the President and Provost's Award winners in the tenure/clinical faculty category)</p> <p>2/25/15 (reviewed spring meeting schedule)</p> <p>4/21/15 (selecting the final winners for the Outstanding TA awards)</p> <p>5/8/15 (Outstanding TA Award Ceremony)</p>
Please indicate the typical frequency of meetings (e.g., first Tuesday of month at 4 pm). If there are subcommittees, please indicate the frequency of those meetings, too.	<p>We meet in person about 6 times per year, and meetings are scheduled for one to one and one-half hours in length; however, there is a lot of independent work that is done in rating various award and grant applications.</p>
Current Year Activities	<p>Changing the University Charter to add Lecturer to Council</p> <p>Instructional Improvement Awards</p> <p>Outstanding Teaching Assistant Awards</p> <p>President and Provost's Award for Teaching</p> <p>Consideration of US teaching award competitions and steps needed to make UI faculty applications more competitive</p> <p>Advising the Center for Teaching and the OTLT</p> <p>Trying to involve the Graduate College more in our efforts</p> <p>We made changes to several award deadlines. The first was to move the timing of the President and Provost's teaching award application deadline from January to December. We sent out the call in September to give people nearly 3 months' notice on the change. We did not receive any concerns when we sent it out. We made this deadline change for two major reasons:</p> <ol style="list-style-type: none"> 1) A deadline just after the spring semester starts has made it difficult for several colleges to complete and submit applicant files. The Council has faced many last minute issues with missing letters, signatures, etc. Since the award is a career award (typically 10-50 years of university teaching), the timing does not matter in that it isn't just the last year of teaching. It's also been challenging for many colleges to meet the application deadline because their own awards and nearly every other award on

	<p>campus is done in the spring term- e.g., Regents Award, and Brody Award, plus all awards for their own students, staff, etc. We heard from some colleges the past deadline was limiting their submissions and that the timing made it hard to get student letters.</p> <p>2) It's been very hard on the committee that does the awards. When I started on the Council on Teaching, we had to handle a significant amount of work for the Council during the spring semester. That was all we could do. No other business of the Council could be done. The President and Provost's award was followed closely by the Outstanding Teaching Assistant awards which are time specific (last calendar year of teaching). Typically we get 60+nomination packets for those. This new timing for the President and Provost's award allowed us to do some review over the winter break making our process less rushed and more thoughtful and deliberate.</p> <p>We also changed the date of the Outstanding Teaching Assistant Awards:</p> <p>1) This year we also moved up the date 2 weeks on the deadline for the Outstanding Teaching Awards to make them due the week before instead of the day after spring break. The change was again due to problem with departments getting signatures, etc. over spring break leading to problems meeting that deadline. It also allows 2 more weeks for the committee to do thoughtful review and to get the announcements out in a timely enough fashion for the award ceremony (May 8) and for departments asking who the winner are to take that into consideration on their own internal awards process (they want to spread the winners around to many good students). The winners were notified last week and the list appeared in the University New Digest yesterday. Again, we sent out that call early (December 11, 2014) and heard no complaints about the change.</p> <p>We are also changing the deadline for the Instructional Improvement Awards. We are moving up the date to late September from mid-November. In April notice of the new deadline and a call for proposals for 2015-2016 was sent out.</p> <p>1) The money for those awards must be spent in the 2015-2016 fiscal year so making those awards after the fall semester was already over did not leave awardees much time. We believe this also contributed to fewer applications. We have received no concerns so far about that change in date.</p>
Topics your committee anticipates addressing during the coming year	Instructional Improvement Awards Outstanding Teaching Assistant Awards President and Provost's Award for Teaching Continuing the discussion making our faculty competitive to for national awards. Advising the OTLT and the Associate Provost for Undergraduate Education

<p>Other issues of concern</p>	<p>Ensuring that importance of pedagogy first does not get lost in our initiatives for distance education and other external pressures from outside the university Ensuring faculty privacy/voice in the move to online teaching evaluations Ensuring teaching is considered at all levels- undergrad, professional, graduate students</p>
<p>What should we tell applicants for this committee regarding expectations of members (anticipated workload, existence of subcommittees, etc.)?</p>	<p>Most of the heavy work comes around the times that grant and award proposals are due. We try to divvy up the work as much as possible.</p>
<p>The Faculty Senate Office collects agendas and minutes from the charter committees to send to the university archives. Please let us know the best way to get that information from you (e.g., direct us to a website, put us on the committee's distribution list, etc.).</p>	<p>Brenda Bradley Administrative Support Office of the Executive Vice President and Provost 111 JH The University of Iowa 5 West Jefferson Street Iowa City, Iowa 52242 E-mail: brenda-bradley@uiowa.edu</p>
<p><i>Recommendations, if any, to the shared governance groups.</i></p>	<p>It has been very difficult to get participation/attendance from undergraduate students.</p>