

# CHARTER COMMITTEE ANNUAL REPORT TO THE SHARED GOVERNANCE COUNCIL

Committee: Council on Teaching

Report Year: 2018-2019

<b>Committee Chair(s)</b>	Thomas J Schmidt Ph.D. Professor, Department of Molecular Physiology and Biophysics
<b>Committee Members</b>	Voting Members: Alicia Ambler, Tom Midtrod, Ned Bowden, Michelle Larson (replacing Miriam Thaggert), Raghuraman, Jeffrey pettit, Faryle Nothwehr, Thomas Schmidt, Bruce Nottingham-Spencer, Karen Culver (graduate student), Kari Weaver (graduate student), Cathy Narigon (undergraduate student), Tristan Schmidt (undergraduate student), Stephanie Preschel (Academic Support) Non-voting; Tanya Uden-Holman (Administrative Liaison), Jean Florman (Center for Teaching)
<b>Committee Charge</b>	<p>The Council shall:</p> <ul style="list-style-type: none"> <li>(a) Provide a forum for discussion of present and future needs in the area of teaching and recommend programs for meeting these needs;</li> <li>(b) Seek, evaluate, select candidates, and establish guidelines for university-wide teaching awards, including but not limited to the President and Provost Award for Teaching Excellence and the Outstanding Teaching Assistant Awards. Similarly, seek, evaluate, and select candidates for extra-University teaching awards such as the U.S. Professor of the year;</li> <li>(c) Advise on development of proposals for outside funding to support curricular development, equipment for teaching, and other proposals related to the teaching and learning missions of the university; evaluate and make funding decisions concerning applications for Teaching in Higher Education Travel Awards</li> <li>(d) Advise with respect to the policies, priorities, and procedures on; evaluation of teaching and learning( including codes of teaching responsibilities),University-wide experimental or nontraditional education programs, the method, time and efficiency of registration, the conduct of convocations and commencements, and</li> <li>(e) Serve in an advisory and oversight capacity for the Center for Teaching.</li> </ul>
<b>Current Year Meeting Dates</b>	Committee Meeting dates were as follows: September 20, October 24, November 16, December 10, January 25, April 1, May 2 (Outstanding TA Award reception), May 6.

<p><b>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.</b></p>	<p>This Charter Committee usually meets about 6-8 times a year. The scheduled meetings are for one and one-half hours in length. Much of the committee's work, including evaluating the documents and letters submitted on behalf of individuals nominated for the various teaching awards, is completed independently (outside of scheduled meetings) by the individual voting members. Members of the committee are also required to review applications for travel awards prior to specific scheduled meetings. The time and day for the scheduled meetings varies throughout the academic year in an attempt to accommodate faculty/student schedules.</p>
<p><b>Current Year Activities</b></p>	<p>Activities for this academic year included: selection of recipients for the President and Provost Award for Teaching Excellence; selection of recipients of the Outstanding Teaching Assistant Awards presented at annual awards ceremony (May 2, 2019); decisions regarding funding for Teaching in Higher Education Travel Awards (three application deadlines for proposed travel in fall, spring, or summer). Updates from Jean Florman concerning Center for Teaching activities and initiatives.</p>
<p><b>Topics your committee anticipates addressing during the coming year</b></p>	<p>The committee members will once again be involved in discussing the qualifications of the faculty and teaching assistants who have been nominated for various teaching awards previously mentioned and in the final selection of the annual recipients of these prestigious awards. Several scheduled meetings will focus on the evaluation of applications for the Teaching in Higher Education Travel Awards and final funding decisions. Other potential topics as suggested by the committee members will be discussed and strongly encouraged.</p>
<p><b>Other issues of concern</b></p>	<p>As a committee we certainly want to strive to ensure that University of Iowa teaching at all levels, including undergraduate, graduate, and professional students, will be discussed and recognized as strengths of this institution.</p>
<p><b>What should we tell applicants for this committee regarding expectations of members (anticipated workload, existence of subcommittees, etc.)?</b></p>	<p>It is crucial that all faculty and students who apply for membership on this committee are informed of its importance and role in the teaching mission of the University of Iowa. Although the workload does vary during the academic year, all members of the committee are expected to actively participate in committee discussions, serve on subcommittees and complete their assigned reviews for teaching awards and travel grants in a timely and professional manner. Review of teaching award nominations is very time consuming and prospective committee members must understand this important responsibility. Thus, it is crucial to select new members who clearly have indicated that they are dedicated and willing to make meaningful contributions.</p>

<p><b>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.).</b></p>	<p>Information can be obtained from the Council on Teaching website or by contacting Administrative Staff (Office of the Executive Vice President and Provost) for the committee (Evalyn Van Allen-Shalash)</p>
<p><b><i>Recommendations, if any, to the shared governance groups.</i></b></p>	<p>Having students serve on this charter committee is extremely important. Their input and perspectives are very much appreciated. The problem that seems to occur is that as the academic year progresses some of these student members seem to lose interest and simply do not participate in our meetings. Any suggestions in terms of how to enhance student participation would be welcomed. As chair of the committee for 2019-2020 I plan to personally contact the new students selected to serve on the committee and not only welcome them, but also to encourage them to take an active role in our discussions and decisions.</p>