

# CHARTER COMMITTEE ANNUAL REPORT TO THE SHARED GOVERNANCE COUNCIL

Committee: Council on Teaching

Report Year: 2019-2020

<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 Midtro, Ned Bowden, Michelle Larson, Raghuraman Mudumbai, Jeffrey Pettit, Faryle Nothwehr, Thomas Schmidt, Bruce Nottingham-Spencer, Laura Widman (undergraduate), Hallie Lartius (undergraduate), Russell Martin (undergraduate TA), Barbara Knight (graduate TA), 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>	August 20, 2019; October 1, 2019; December 10, 2019; March – May Cancelled due to COVID19
<b>Please indicate the typical frequency of meetings (e.g., first Tuesday of month at 4</b>	The committee usually meets about 6-8 times per year (2 hours per meeting). The day of the week and exact time for these meetings varies

<p><b>pm). If there are subcommittees, please indicate the frequency of those meetings, too.</b></p>	<p>in an attempt to accommodate faculty and student schedules. This year the March, April and May meetings were cancelled due to the COVID 19 pandemic. The recipients of the Outstanding Teaching Assistant awards for 2020 were determined via applicant mean scores and email discussions. The annual reception held in May for those selected to receive this award was cancelled , again due to COVID 19.</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 the recipients of the Outstanding Teaching Assistant awards ; and decisions regarding funding for Teaching in Higher Education Travel Awards (three application deadlines for proposed travel in fall, spring, or summer). No applications for summer travel were received by the committee and the Office of the Provost indicated that no university-sponsored travel would be funded for 2020.</p> <p>Updates from Jean Florman concerning Center for Teaching activities and initiatives were included in some meetings that were not classified as executive sessions. .</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. Having faculty and staff from different colleges and departments serve as committee members is also very important. These faculty should, in my opinion, represent different academic ranks. For this reason I feel that it is important to have at least two full professors serve on the committee each year. Former recipients of the President and Provost Award for Teaching Excellence should also be considered for membership on this important committee.</p>