

**University Council on Teaching**  
**Meeting of Tuesday November 15, 2016**  
**CTE Innovation Lab**  
**1:30 PM – 2:45 PM**  
**Meeting Minutes**

**Commenced: 1:30 PM**

**Discussion with Directors of Undergraduate Studies**

- The Proposal for Teaching Excellence Awards is discussed.
  - Amendment to be made in the Proposal: Schools of Law and Nursing to be included in the third line.
  - Please email Jeffrey Cohen if you are interested in helping with the Proposal and getting it off to a running start.
- We welcome Kathy Dunn, Associate Chair of the department of Biology, Michael Ressler, Chair of the department of German Studies and, Sarah Ross, Director of the History Core.
- The UCT can become more useful by getting advice from the various department heads and directors.
- Concerns from department representative:
  - Are there any teaching resources to help students in distress?
  - Are there any types of instructional support which cater to sensible topics and issues?
  - We are not very well trained to handle situations such as the recent election.
  - Can the UCT serve as a liaison between several lines of support beyond the classroom?
- Concerns from department representative:
  - BC feels more like a prep school than a university.
  - The teaching and the scholarship are starting to drift apart.
  - A lot of resources go into student formation while the university skims on other things.
  - There is an overrepresentation of the minority population at the bottom of the class.
- Concerns from department representative:
  - It is acknowledged and agreed that the CTE is an exemplary resource and Stacey Groters has been doing a great job.
  - Are there any resources to train and prepare undergraduate students to become teaching assistants where there is a deficit in advanced students?
  - Are there guidelines for independent study courses?
  - Answer: These guidelines are provided in a contract at some of the individual schools.
- Not every department is familiar with using contracts for independent study courses.
- Another way to train undergraduate teaching assistants is to pay them to do research.

- We should adopt a university-wide independent study course contract, attached to the Contact Hours Rule.
- Sometimes the university does feel like a prep school.
  - It doesn't allow the space for disagreement.
- Is a bigoted remark allowed in a safe space?
  - Answer: It is necessary for the discussion.
- We need to implement resources and training to create an environment for intelligent conversation.
- In standard repertoire for the CTE, they are hosting a few workshops this week speaking to the election (difficult topic).
- Can these workshops be more systematic rather than Stacey having to do them herself?
- The CTE wants to work with the UCT to find the needs for teaching assistants.
- CTE resources are short so they need more evidence to create a proposal for more resources to cater to those needs.
- The CTE may also reallocate resources but again, more information is needed first.
- A top-down approach is suggested.
- It would be good for the faculty to have a voice on both ends.
- Can the UCT be that voice of the faculty?
  - Finding out how the teachers want to teach and what resources are needed
- There are insufficient graduate students to the number of majors or student cores across departments
- Can we draw on Masters students in a deficit of PHDs?
- Some courses suffer from the loss of a discussion section because of a lack of PHD students who can lead these discussions.
- Are we putting too many resources into student formation?
- Students get a lot out of student formation.
- The size of the faculty has grown because of the strategic planning.
- If the size of the faculty is growing, there must be some teaching inefficiency.
- A solution needs to be created for the disproportionate growth in faculty and majors.
- Some faculty have a limited teaching load while some have to teach every year unless on sabbatical.
- There needs to be a cost-benefit analysis done on the how beneficial the latest increase in the number administrators has really been.
  - It has not helped in streamlining.
- The main "asks" from the departments are reiterated.
- 1) Resources to help students in times of distress, beyond the classroom.
- 2) Action to be taken to help the overrepresented minorities at the bottom of the class?
- We should try TRYSEM (Training of Youth for Self Employment in Rural Areas) system at the university to help alleviate this.
- 3) Training for undergraduate TAs.
- Students have not been this shell shocked since 9/11.
- Why aren't more directors of undergraduate studies reaching out to the UCT?

- Suggestion for the Proposal for Teaching Excellence Awards: a screen is created so that only consistent (not teaching every other year) teachers qualify.
- It is agreed that some great ideas were shared in this meeting. However, in light of that, we ran out of time and so at the next meeting, Kathy Bailey will speak on whether there is a justification to allow special course release or sabbaticals for faculty heavily invested in the curriculum and course development.

**Adjourned: 2:45 PM.**

- The next meeting will be held on Tuesday, December 6<sup>th</sup> from 1:30pm to 2:45pm.

**Attendees:** Kathy Dunn, Sarah Ross, Jackie Lerner, Kathy Bailey, Kristin Heyer, Danielle Taghian, Billy Soo, Jeffrey Cohen, John Rakestraw, Michael Ressler, Courtney Vigo.