

Minutes of the UCT

Monday, Oct. 16, 2006

10:00 -11:30 a.m., Devlin 220

Present: Chris Hepburn (chair), Alfred Yen, William Petri, James Gips, Danny Willis, Suzanne Barrett, Mary Joe Hughes, Eve Spangler

Guest: Rita Owens

Introductions were made.

Electronic course evaluation update with Rita Owens:

50 % adoption rate of electronic evaluation by faculty in Spring 2006; Response rate was low (42%) for those adopting online evaluation.

Task Force recommendations are focused on getting the response rate up for Fall 2006, with a goal of 70%. Early release of grades will be held until Dec. 21st.

Concerns were raised related to online vs. pencil/paper eval procedure for untenured faculty on the tenure-track – Untenured faculty should use pencil and paper forms, but dept. chair has the final word.

Discussion occurred regarding whether all students should see the results and what should be made available to the students. We discussed an enrollment of 5 students in order to use electronic version. It was believed that faculty would have decreased ambivalence/resistance to the idea of releasing results to all students if faculty has a choice – to release or not to release. Rita Owens indicated that data from other schools in terms of what they release to students and the response rate would be helpful. Rita will follow up with Louise to get data from other schools. Discussion occurred regarding how to handle individual instructor evaluations in team-taught courses – Rita Owens will look into this.

Issues to address this semester/other interests:

Andover weekends – we discussed the focus on teaching and what new junior faculty might perceive as needs in terms of mentoring and other topics of interest.

TAM/TAMES : We discussed the need to have a list of who applied in the past years and a report. Also, the committee from last year agreed to look at the forms to suggest any changes. We agreed that better descriptions/communication about the grants would be helpful to faculty – Susan Hynes could send an announcement/description re: TAM/TAMES to dept. chairs.

Testing Center: The proposal has been sent to Bert Garza.

Mentoring (re: teaching) of Jr. Faculty members: We discussed the ideas of general guidelines or dept. specific guidelines, cultural norms (students, teaching, grades),

resources already in place, perceived resource needs among jr. faculty, continuing/part-time faculty needs and resources

“Teaching Moments” information packet/pamphlet related to harassment and racial incidents: information will be helpful for faculty in terms of how to respond to students in a teachable fashion related to public disorder, harassment and racial bias

of withdrawals from core courses: Core course withdrawals may be increasing – Louise to provide data.

Drop Deadline Change: Drop/Add extended to 8 days, students can drop the 5th/6th course; Drop → no record of the course

Topic Based Advising Seminars for Freshmen: Briefly discussed “Courage to Know”; discussed “Cornerstone” as advising strategy

Next meeting date was proposed – Nov. 20, 2006 at 9:30 to 11:00 a.m. in Bourneuf House

Respectfully submitted,
Danny Willis