

Minutes  
University Council on Teaching  
November 2, 2004

**Attendees**

Committee Members

Chris Hepburn, chair  
Sue Barrett  
James Gips  
Mary Jo Hughes  
Bill Petri  
Ellen Winner  
Fred Yen

Guests

Associate Academic Vice President for Faculties Pat Deleeuw  
Associate Academic Vice President for Undergraduate Programs Joe Burns  
Graduate Assistant Marlene Kuhlmann

Chris Hepburn started the meeting by introducing Jim Gips as a new member of the UCT. He and Robin Wood will be replacing Theresa Hammond and Judy Vessey on the council.

Sue Barrett updated the group on plans for the Andover Weekends. A successful practice day was held in June, 2003, and two weekends are planned for spring 2005. The weekends will run from Friday afternoon to Saturday evening and will focus on teaching. Participants will be a mix of new and experienced faculty.

Bill Petri, Ellen Winner and Sue Barrett reported on the Topic-Based Freshman Advising Seminars that were initiated by the UCT last spring. Six seminars are running this semester and are fully enrolled. Two one-day meetings were held with the seminar faculty over the summer, with discussions of the goals of the courses, the material to be covered in the different seminars, advising issues and possibilities for class outings. Each faculty member created a course pack, copies of which will be kept in the Office of Academic Vice President. The group discussed the possibility of broadening the scope of the seminars to include students and faculty beyond the College of Arts and Sciences. This would affect the advising component of the course, but the coming advising center might help in that area. Also discussed was the possibility of a three-credit version of the seminars.

Associate Vice Presidents DeLeeuw and Burns led a discussion of the proposed revision of the student course evaluations. BC's current system is quite dated and fails to take advantage of the online technology used at many schools. One proposal is that BC consider separating the evaluative and developmental elements of the current evaluations, putting the evaluative section online and administering the developmental questions in the classroom. In this model, students would be required (probably before seeing their

grades) to answer a few short online questions about each class. The answers would be used by departments in their review process. The developmental, possibly in-class section, would be used to help the faculty member improve teaching and class management. UCT members had numerous questions about the proposal, including: when the evaluations would be completed (before or after the final exam, for example), how public the online information would become, and whether the developmental section should also be online. A subcommittee was formed to further discuss the matter with Pat DeLeeuw and Joe Burns; Jim Gips, Fred Yen, Mary Jo Hughes volunteered and Larry Ludlow will also be invited to join. A report on online course reviews, written by graduate assistant Marlene Kuhlmann, was distributed.

Two TAME grant requests have been submitted and will be reviewed by Chris Hepburn, Mary Jo Hughes and Sue Barrett.

The next meeting was set for November 30<sup>th</sup>, from 12 to 1:15, in Bourneuf House.