

Report of the Senate Teaching and Learning Committee 2003-2004

The Teaching and Learning Committee met every two weeks during the fall and winter semesters and carried out a number of activities. This document provides a brief summary of the accomplishments.

Fall 2003

During the Fall 2003 semester, three major tasks, namely, the Fall Newsletter, Faculty Workshop & Luncheon, and solicitation of Teaching Excellence Award nominations were carried out.

The Fall Newsletter *Insights and Ideas for Teaching and Learning* (Vol. XV, No. 3) featured several articles, including an interesting article titled "The Greatest Sin in Teaching" written by Professor Mary Stein from Education, who was the Teaching Excellence Award (tenured/tenure track) winner for the academic year 2002-2003.

The faculty workshop and luncheon was held on November 11, 2003. The topic of the workshop was "What is Information Literacy, anyway? And What can we do about it at Oakland University?" The presenters were Shawn Lombardo, Frank Lepkowski, and Dana Keyse from the Kresge Library. The workshop was very well received and generated a lively discussion afterwards. Approximately forty five colleagues from across the campus attended the workshop and gave a very positive feedback.

Towards the end of the Fall semester, the Teaching Excellence Award nomination process was initiated. In previous years, this was typically done in the Winter semester and always faced a tight schedule. In order to allow enough time for the selection process, the call for nominations was publicized at the end of October and the deadline for receiving the nominations was set for November 24th. This allowed the committee enough time to sort through the nominations and contact the nominees as well as their department chair to get student names and email addresses to be contacted for further feed back. In addition, to speed up the process, all communications were done through email. By December 10th, the students were contacted requesting recommendation letters for the nominees. The call for nominations was posted on the Oakland Website, emailed to all the current students and faculty. The committee worked with the registrar's office in emailing the announcement to students and with the provost's office in emailing the faculty. Nominations were received by both email and regular mail. Students that sent emails without adequate information were contacted again and requested a more formal nomination letter.

Winter 2004

The activities carried out during the Winter 2004 semester were: Teaching Excellence Award selections, Educational Development Grants and the Winter News Letter.

The supporting materials from the nominees as well as the letters from the students were received by January 14th. Then, the selection process began. This year, the nominations included 17 tenured and tenure track professors and 16 non tenure track professors. Some nominations were not considered further because of incomplete nomination letters or the nominees had already won the award in previous years. While selection of the winners was a difficult task given the wonderful credentials of all nominees for this award, the committee selected Assistant Professor Djamel Bouchaffra from Computer Science and Engineering as the tenured and tenure track winner, and Special Lecturer Gerald Compton as the non tenure track winner from Chemistry department. The Teaching Excellence Award is the major task the committee undertakes. The schedule used for the entire selection process is provided at the end of this document.

The Educational Development Grants is the second major project the committee undertook in the winter semester. This year there were only 4 grant applications. The grants were well written and the committee funded two of the grants fully and the other two partially. Development grants were awarded to Professor Andrea Eis in Art and Art History for \$750.00, to Professor Alice Horning in Rhetoric Communication and Journalism for \$750.00, to Professor Ilene Loretta Ingram in the department of Educational Leadership for \$900.00, and to Professor Cheryl Riley-Doucet in the School of Nursing for \$1000.00.

The winter edition of *Insights and Ideas for Teaching and Learning* (Vol. XV, No. 4) featured an article titled "Unfolding Music: A brief statement of philosophy and pedagogy," by Phyllis Wolfe White, the 2002-2003 Teaching Excellence Award non-tenure track winner. This issue also included an article by Professor John S. Klemanski on student assessment titled "Student Assessment: Where Do We Stand?"

Respectfully Submitted by:
Chair

Vijayan Sugumaran

Committee Members

Susan Awbrey
Charles Clark
Cynthia Miree
Kathleen Moore
Kay Palmer
Samuel Rosenthal
Kris Thompson
Mary Zeppelin

Teaching and Learning Committee
2004 Teaching Excellence Award Timeline

<u>Date</u>	<u>Activity</u>
End of October	Announce the Call for Nominations, Post it on OU website, Distribute flyers, Email to students and faculty, etc.
November 24	Nominations to be received
November 26	Prepare a folder for each nominee
December 1	Send email to nominee requesting 10 names as well as curriculum vitae and personal statement
December 1	Send email to department chair requesting 10 names randomly chosen from the past two semesters
December 1	Pickup folders
December 8	Get the Names of students from Department Chair, and the Nominee
December 10	Send letters to students
January 14	Receive all the materials (candidate vita, statement, supporting letters from students and colleagues)
January 19	Make the folders available to the committee (Will arrange a room in the library)
January 26	Non-tenure Track - Initial clusters (Group A, Group B, Group C) and then come up with a short list
February 9	Final Decision for the Non-tenure Track group
March 1	Tenure Track - Initial clusters (Group A, Group B, Group C) and then come up with a short list
March 8	Final Decision for the Tenure Track group

Teaching and Learning Committee Budget 2003-2004

Initial Funding	6410.00
Tsf funds for T & L awards	3400.00
Total Available Funds	\$9810.00

Expenses

Fall Semester

Office supplies	49.00
Print Services	234.79
Postage	31.04
Luncheon Workshop	331.50

Winter Semester

Print Services	210.76
Postage	65.16
<i>Teaching Excellence Award</i>	<i>4000.00</i>
<i>(paid by the Provost's office)</i>	
Educational Development Grants	3400.00
Dr. Eis	\$750
Dr. Horning	\$750
Dr. Ingram	\$900
Dr. Riley-Doucet	\$1000

Total Expenses	\$4322.25
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Amount Carried forward to FY 2005	\$5487.75
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