OAKLAND UNIVERSITY

Senate Teaching & Learning Committee

Teaching and Learning Committee

Submitted by: Qunfeng Liao, Co-Chair
Date: July 15, 2022

2021-2022 Teaching and Learning Committee Members:

Qunfeng Liao, Co-chair, 2019-2022
Jonathan Yates, Co-chair, 2020-2023
Judith Ableser (ex-officio, non-voting)
Eileen Johnson, 2020-2023
Megan Peiser, 2020-2023
Zhijun Wu, 2019-2022
Lindsay Geitzen, 2021-2024
Changiz Mohiyeddini, 2021-2024
Lynda Poly-Droulard, 2021-2024
Kate Huttenlocher, 2021-2024
Julie Dermidoff, 2021-2024
Andrew Romano, 2021-2022 (Student Congress)
Jeremy Johnson, 2021-2022 (Student Congress)

The Senate Teaching and Learning Committee (TLC) is a university senate committee dedicated to promoting the teaching function and the learning process. To this end, the committee sponsors incentives for good teaching and significant ideas and approaches to teaching and learning.

The Teaching and Learning Committee awards Educational Development Grants and university-wide teaching awards: Teaching Excellence, Excellence in Teaching, and Excellence in Online Teaching, respectively. As a standing committee of the university senate, TLC initiates campus-wide projects to provide a more structured outlet for reflection on both the teaching and learning process and the aspirations and accomplishments of the teaching profession.

The 2021 – 2022 Committee Meetings

The committee primarily conducted its duties online, asynchronously, this academic year via email and using tools like Google Drive. The committee did hold two synchronous Zoom meetings at the beginning of the Fall 2021 semester to introduce ourselves to one another, the charge of the committee, & responsibilities and expectations for the year ahead. The synchronous Zoom meetings were held:

- Friday, October 1, 11 am–12 pm
- Friday, October 15, 11 am–12 pm

Teaching Excellence Award and Excellence in Teaching Awards: The call for nominations was designed by co-chair Qunfeng Liao and publicized with the aid of her fellow co-chair Jonathan Yates and committee members. The nomination materials (digital flyer, social media-friendly posts, and a Powerpoint slide) were sent via email to all department chairs, various faculty and staff who regularly connect with students (e.g., first-year advising, tutoring center, honors college), members of student congress, and to the presidents and advisors of all OU student organizations. The nomination process was also advertised on our OU website, CETL's listserv, and the Provost's Friday announcements. Committee member Kate Huttenlocher from the E-Lis department added a link to the nomination form under the "Student" menu in Moodle. This push was executed in early Fall for the 2021-2022 award, and again in late Winter to begin advertising for the 2022-2023 award.

The committee used the same Google form as the previous year for the nominations process. The strong push to advertise the award and the simpler process led to a substantial pool of nominees, similar to the previous year. In total, we received 154 faculty nominations (81 faculties) from all the colleges and schools across campus for the 2021-2022 award. Of these, 13 faculty chose to submit materials to apply for the full-time faculty award, 6 for the part-time faculty award, and 7 for the online award. The number of total applicants (26) was down slightly from the previous year (35). We still solicited support letters for the applicants who requested them.

Co-chair Qunfeng Liao took the lead in organizing the review process with committee members via email and Google Drive to allow for asynchronous review. She arranged applicants' data for review, recorded a review process video for committee members, and summarized reviewers' scores after the review is complete.

Co-chair Jonathan Yates took the lead in writing paragraphs for 3 TEA winners. The paragraphs have been sent to the Provost Office and used on Founders Day.

The same process and review materials from 2020–2021 were used. Each applicant's files were reviewed by two members of the committee, and rated on a 1-9 scale in three categories. The data revealed a clear winner in each category of the awards. The committee co-chairs sent this information, along with an Excel spreadsheet including the data, to the committee. The committee was given the option to further discuss the high scorers, and any other faculty in close contention for the awards, before sending along the final list of winners to the Provost's Office. However, all committee members agreed with the initial data and approved sending forward the names of the clear high scorers in each category.

The winners of each award category are listed below:

- **Teaching Excellence Award** (full-time faculty): **Sarah Lerchenfeldt** (Department of Foundational Medical Studies in the William Beaumont School of Medicine)
- **Excellence in Teaching Award** (part-time faculty): **Dennis Burin** (International Studies Program)
- **Excellence in Online Teaching Award** (part-time and full-time faculty): **Sandra Troxell-Smith** (Department of Biological Sciences in the College of Arts and Sciences)

Teaching Excellence Nominees Luncheon: The Committee sponsored a luncheon on December 3, 2021 to recognize Teaching Excellence nominees and to encourage their applications for the award.

6 volunteered Luncheon sub-committee members prepared and organized the luncheon: Qunfeng Liao, Jonathan Yates, Eileen Johnson, Zhijun Wu, Julie Dermidoff, and Andrew Romano.

Co-chair Qunfeng Liao hosted the ceremony event. The ceremony included remarks by Interim Associate Provost, Nivedita Mukherji, the 2020–2021 Online Teaching Excellence Award Winner Charlene Hayden, a slideshow presentation recognizing each nominee featuring a quote by their nominator, and a walk-through of the application process by committee co-chair Jonathan Yates. Each nominee was given a signed certificate in recognition of their nomination. Mona Rau Stamos from CETL helped with printing and distributing the certificates.

Teaching Award Plaques: The names of the 2022 award winners were emailed to Theresa Hardnett in the Provost's Office - Academic Affairs to add these name plates in the library. Hardnett has replied and noted she will work on this.

Educational Development Grants: Grants are issued on a rolling basis, with no set deadline for proposal submission. Information about the application process can be found here: https://oakland.edu/senate/tlccommittee/

This year, the committee received one Educational Development grant application, which has been approved and funded.

- **Gregory W. Allar** (Department of English): $99 to purchase a one-year license/access to Sutori software

In previous years, the committee primarily funded grants for travel-related requests. The co-chairs discussed this may be the reason for the lack of Educational Development grants this academic year, as travel was restricted due to the pandemic.

In the upcoming academic year, the committee should consider advertising the grant across campus to remind faculty that funding is available. If travel restrictions continue to be in place at that time, the committee might consider providing a few non-related travel examples that the committee would approve related to educational development.

Committee Chair Checklist: Co-chair Qunfeng Liao updated the "Committee Chair Checklist" that is saved in the senatetlc@oakland.edu Google Drive as a Google Doc. Qunfeng organized the list by month in the academic calendar to help future committee chairs, as her term concludes this year. She is hopeful future committee chairs will continue to update this document to help provide continuity for future committees. The document can be seen here.

Suggestions / Notes for 2022-2023:

- **Teaching Excellence Award deadline:** Nominations for the 2023 teaching awards are due at 11:59 PM on Friday, October 14, 2022.

- **Continuation of online & asynchronous committee communication:** The committee found working via Zoom, Google Drive, and email effective and efficient. The online space has presented many benefits to the committee's work, and would suggest continuing working in this way even "post-covid".

- **Promoting Educational Development Grants more widely:** The TLC should promote the Educational Development Grants more widely in 2022–2023. If travel restrictions are still in place, it will be important to highlight other funding possibilities to faculty for the grant.

- **Reserve a 2022-2023 Luncheon Space:** The TLC committee co-chairs may reserve a room for a 2022-2023 luncheon at the beginning of the Fall semester.

- **Consider if or how to notify the non-winners of the Teaching Excellence Award before Founders Day:** The committee understands that the Provost Office controls communication of the Teaching Excellence Award, but between the submission deadline and the Founders Day event, the committee did receive inquiries from applicants asking when winners would be announced. The committee did reply that the winners would be announced on Founders Day and that the Provost Office would be in touch if they were a winner, but it might be worth exploring if notifying applicants who did not win that cycle can / should know prior to that date to avoid these types of inquiries.

- **Eligibility of TLC members to apply for the TEA award:** The committee started a discussion on whether the TLC members are eligible to apply for the TEA award. Currently and in the past, the committee members can only be nominated for the award but are not eligible to apply for the award.