Committee on the Improvement of Undergraduate Education
March 17, 2014
(13-14, #4)

APPROVED

Members present: Karen Brandt (HHS), Derek Brown (student-LAS), Jason Hanna (LAS); Sheryl Honig (EDU); Michael Kolb, Acting Associate Vice Provost (for Birberick); Brian Mackie (BUS); Linda Matuszewski (UCC/BUS); Sarah McHone-Chase (LIB); Shanthi Muthuswamy (EET);

Members absent: Patricia Anderson (Alum Assoc); Richard Blecksmith (LAS for Holland), J.D. Bowers (Associate Vice Provost for Honors), Aaron Cornelio (student – HHS), Mark Mehrer (LAS for Kusimba); Audrina Pryer (student-LAS)

Others: Jeanne Ratfield, (Administrative Assistant to Vice Provost) Recorder.

I. Adoption of Agenda
A motion was made by S. McHone-Chase, seconded by S. Muthuswamy to approve the agenda. The motion passed unanimously.

II. Approval of Minutes
J. Hanna made a motion to accept the minutes from the February 3, 2014 meeting, seconded by L. Matuszewski. The motion passed unanimously.

III. Business

The primary purpose of this meeting was to select the recipients of the Excellence in Undergraduate Instruction and Teaching Awards. Committee members were asked to review the applications that were posted on a Blackboard site for such purpose. The committee members submitted their individual scores, which were entered into a spreadsheet.

The committee was presented with a spreadsheet of the scores of the nominees for the Excellence in Undergraduate Instructor awards. The spreadsheet listed each the total score for each candidate and the average score from voting committee members’ rankings of each candidate for each criteria. The candidates were listed from highest to lowest average score value. Based on the scores, one nominee
ranked higher than the other nominees. S. Honig made a motion to accept the rankings as listed, awarding the Excellence in Undergraduate Instructor award to Kimberly Gatz (COMM), seconded by S. McHone-Chase. **Motion passed.**

The other nominees for the Excellence in Undergraduate Instruction Award were: Kelly Champion (FCNS), Shailesh Godambe (OMIS) and Norman Goldstein (FINA)

Moving on to the Excellence in Undergraduate Teaching Awards, the committee discussed the award criterion and what each category actually means and suggested that this topic be reviewed prior to the awarding of rankings. There was some discussion regarding the weight of student evaluations and it was suggested that next year the points given may need to be lowered. It was brought up that there is no incentive for students to complete the evaluations.

On a motion by K. Brandt, seconded by L. Matuszewski, Toni VanLaarhoven (SEED) and Mary Lynn Henningsen be chosen as recipients for the EUTA awards. **Motion passed with five in favor and two abstentions.**

After further discussion, K. Brandt made a motion, seconded by J. Hanna, for Geoffrey Pynn (PHIL) to be the third recipient. **Motion passed unanimously.**

Other nominees were: Sherry Fang (FCNS), David Hedin (PHYS), Kathleen McFadden (OMIS), Diane Rodgers (SOCI), Mark Rosenbaum (MKTG), and Artemus Ward (POLIS)

Kolb reminded the committee members to keep the selections confidential until the letters had been sent to all parties.

It was decided that the committee would meet for its regularly scheduled meeting on April 7th from 1:00 - 2:00 p.m. only.

**IV. Adjournment**

K. Brandt made a motion to adjourn @ 1:50 p.m., seconded by S. Honig. **Motion passed.**

*Respectfully submitted,*
*Jeanne Ratfield*