

The Minutes of a Meeting of the Task Force on Teaching Excellence

Jan. 26, 2018, 9 a.m.

Livermore Library Conference Room
University of North Carolina, Pembroke

Members Present: Michael Alewine, Cherry Maynor Beasley, Charles Beem, Kirill Bumin, Scott Hicks, Zhixin (Richard) Kang, Siva Mandjiny, and Carla Rokes

Members Absent: Terence Dollard, Eun Hee Jeon, Shenika Jones, and Joe Sciulli

Guests: Rebecca Bullard-Dillard, Associate Vice Chancellor for Research & Sponsored Programs

- I. Call to Order
 - a. The meeting was called to order at 9 a.m.
- II. Approval of Minutes
 - a. The minutes of the Task Force's Nov. 15 meeting (Appendix A) were approved by acclamation.
- III. Adoption of the Agenda
 - a. The agenda was adopted as presented by acclamation.
- IV. Reports
 - a. Teaching & Learning Center Director—Scott Hicks (Appendix B)
 - i. Programs featuring open classrooms, midsemester check-ins, shared interest groups, and professional development were discussed, with special focus on planning to include the TLC in the renovation of West Hall as an instructional innovation center. Members wish for plans to include a makerspace (in collaboration with the makerspace at the Entrepreneurship Incubator), active learning classrooms, and user-friendly, connected conference and seminar spaces for cross-campus and community collaborations. Finally, it is the task force's wish that Associate Vice Chancellor Bullard-Dillard and/or members of the Faculty Research Advisory Board be included in planning discussions as appropriate.
- V. New Business
 - a. Collaboration with the Faculty Research Advisory Board and Associate Vice Chancellor Rebecca Bullard-Dillard
 - i. Associate Vice Chancellor Bullard-Dillard extolled the activism of the Faculty Research Advisory Board in advocating support and resources for scholarly research by faculty, announcing plans in development for the creation of research fellowships.
 - b. Review of Financial Resources—Academic Resources Director Leslie Bell of Academic Affairs
 - i. Relevant Accounts
 1. Fund No. 101490 (Faculty Development Center Operating Budget)
 - a. Beginning Balance: \$7,000

- b. Expenditures: \$859.22
 - c. Available Balance: \$6,140.78
 - 2. Fund No 152100 (Faculty Development)
 - a. Beginning Balance: \$45,000
 - b. Expenditures: \$3,225.59
 - c. Available Balance: \$41,774.41
 - ii. After review of TLC funds, the Task Force prioritized funding for early-career faculty (to replace the transition of some funds to Research & Sponsored Programs) and faculty travel for the purposes of professional development in teaching and learning, 7-0-0. To wit, the TLC will plan (1) to develop an early-career professional development opportunity for faculty in May and (2) to assemble a small team to attend the Lilly Institute's New and Experienced FLC Developer's Institute in Traverse City, Michigan, from June 16 to 18. Should adequate funds remain, the TLC may fund three faculty in the School of Business to attend an upcoming conference on teaching and economics and other faculty travel in Arts & Sciences and Education, preferring travel related to professional development in teaching and learning.
 - c. Review of Academic Support Unit Assessment Plan
 - i. The Task Force approved the Academic Support Unit Assessment Plan as presented (Appendix C), 7-0-0.
 - d. Review and Recommendation of Candidates for Directed Academic Leave
 - i. After reviewing rankings of applicants (Appendix D), the Task Force endorsed all candidates to the Dean of Arts & Sciences and relevant chairs for the granting of leave, 7-0-0.
- VI. Adjournment
- a. The meeting was adjourned at 10:23 a.m.

Minutes respectfully submitted,
Scott Hicks, Ph.D., Chair
Task Force on Teaching Excellence