

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

November 15, 2017, 12 noon
Livermore Library Conference Room
University of North Carolina, Pembroke

ARTS	EDUC	LETT	NS&M	S&BS
Carla Rokes (to 2018)	Shenika Jones (to 2019)	Eun Hee Jeon (to 2020)	Siva Mandjiny (to 2018)	Kirill Bumin (to 2019)
Terence Dollard (to 2020)	Joe Sciulli (to 2018)	Charles Beem (to 2019)	Cherry Maynor Beasley (to 2020)	Zhixin (Richard) Kang (to 2018)

Members Present: Michael Alewine, Charles Beem, Kirill Bumin, Scott Hicks, Shenika Jones, Richard Kang, Siva Mandjiny, Carla Rokes, and Joe Sciulli

Members Absent: Cherry Maynor Beasley, Terence Dollard, and Eun Hee Jeon

Guests: Brandy Brown and Leslie Taylor

- I. Call to Order
 - a. The meeting was called to order at 12 noon.
- II. Approval of Minutes
 - a. The minutes, without alteration, were approved by acclamation.
- III. Adoption of the Agenda
 - a. The agenda, without alteration, was approved by acclamation.
- IV. Reports
 - a. Teaching & Learning Center Director—Scott Hicks (Appendix A)
 - i. Following his report, members discussed the following:
 1. Faculty development as it relates to faculty evaluation and classroom teaching and learning
 2. The establishment of a University College, with questions related to the consideration of the work of University College faculty as it relates to faculty evaluation, promotion, and tenure; the timeline for the implementation of a University College and the appointment of faculty; how to cultivate camaraderie among University College faculty; the creation of metamajors and transitions among and beyond metamajors; and the coordination between departments and the University College
 - ii. By acclamation, members gave the TLC permission to plan a fall 2018 faculty development symposium, featuring panels and a keynote speaker.
- V. New Business
 - a. Collaboration with the University Writing Center
 - i. Guest presenter: Brandy Brown, Director, UWC

1. Director Brown discussed best practices for incorporating the University Writing Center in effective teaching and learning, such as facilitating review of assignments prior to their usage in class, encouraging students to utilize the UWC at the start of a writing assignment, giving students credit not for visiting the UWC but for reflecting on their learning and understanding, and hosting faculty writing retreats.
 2. Members discussed the need for support for graduate students and international students and supported increased funding for the UWC via the University's writing-intensive program Quality Enhancement Plan.
- b. Review of TLC mission, vision, and core values (Appendix C)
- i. Through consensus, members approved a mission statement: "Through mentoring, sharing best practices, and connecting with the community, the Teaching & Learning Center develops and sustains the ideas, activities, enthusiasm, and culture that foster and recognize quality teaching and learning at the University of North Carolina, Pembroke."
 1. Members underscored the importance of the TLC in creating a culture that recognizes and empowers excellence in teaching and learning.
 - ii. Through consensus, members approved a vision statement: "The Teaching & Learning Center will aspire to achieve quality in instruction by identifying, cultivating, and putting into practice effective and innovative pedagogies. Increasing faculty participation in all efforts and utilizing technology to our advantage, the TLC will enhance support for and unite faculty, students, and staff in enriching teaching and learning."
 - iii. Through consensus, members approved core values:
 1. "Supporting all faculty as they develop themselves into highly effective instructors and mentors, able to foster the success of all students as lifelong learners
 2. "Fostering collaboration, communication, and community
 3. "Assuring confidentiality in individualized consultations
 4. "Prioritizing on-campus expertise and resources while connecting with external expertise and resources as needed
 5. "Utilizing effective technology for the betterment of teaching and learning."
- c. Review of TLC grants, awards, and financial resources
- i. Director of Academic Resources Leslie Bell of Academic Affairs reported the balances of TLC funds
 1. Fund No. 101490 (Faculty Development Center Operating Budget)
 - a. Beginning Balance: \$7,000
 - b. Expenditures: \$774.10

- c. Available Balance: \$6,225.90
 - 2. Fund No 152100 (Faculty Development)
 - a. Beginning Balance: \$45,000
 - b. Expenditures: \$2,322.79
 - c. Available Balance: \$42,677.21
 - ii. Members discussed future usage and timing of TLC funding.
 - iii. By consensus, task force members wish during FY2017-2018 to support (1) full funding for the travel of a team to the Lilly Conference on Faculty Learning Communities (Traverse City, Michigan, June 18-20), (2) supplemental funding for faculty travel for the purpose of professional development, and (3) full or supplemental funding of proposals in alignment with the TLC mission and vision.
 - 1. The TLC will issue a call for proposals whose deadline shall be prior to the Task Force's next meeting, at which time members may review and approve proposals for funding.

VI. Adjournment

- a. The meeting was adjourned at 1:30 p.m.

Respectfully Submitted,
Scott Hicks, Chair
Task Force on Teaching Excellence