COMMITTEE: Academic Awards Committee

MEETING DATE: April 4, 2018

PERSON PRESIDING: Angela Dresselhaus, Committee Chair

REGULAR MEMBERS IN ATTENDANCE: Patricia Anderson, Michael Catalano, Gabriel DiMartino, Shouquan Huo, Randall Martoccia, Pamela Reis

REGULAR MEMBERS NOT IN ATTENDANCE: Jane Trapp

EX-OFFICIO MEMBERS IN ATTENDANCE: Jamin Carson (representative of the Chancellor), Donna Lake via phone (representative of the Vice Chancellor for Health Sciences), Dorothy Muller (representative of the Provost)

EX-OFFICIO MEMBERS NOT IN ATTENDANCE: Rose Haddock (representative of the Chair of the Faculty), Richard McCabe (representative of the Faculty Senate), Kathryn Verbanac (representative of the Vice Chancellor for Research, Economic Development, and Engagement), Bryant Neal (representative of the Student Body)

GUESTS IN ATTENDANCE: Lori Lee

RECORDER: Pamela Reis, Academic Awards Committee Secretary

Meeting called to order at 2 PM by Angela Dresselhaus, Committee Chair

ACTIONS OF MEETING

Agenda Item 1: Approval of February Minutes

Discussion: The March meeting was cancelled. A motion was made to approve 2/1/18 minutes as recorded, and a second to the motion was received. There were no abstentions.

Action Taken: February minutes approved as submitted by unanimous vote.

Assigned additional duties to: L. Lee will post the final version of the minutes on the Academic Awards website.

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Agenda Item 2: Subcommittee Updates

Discussion: Subcommittee updates are as follows:

University Alumni Association Outstanding Teaching Awards and Robert L. Jones Teaching Award: A winner was selected in March from 7 finalists.
Max Ray Joyner Award: A winner was selected in March from 3 finalists.

Action Taken: As above

Assigned additional duties to: N/A. The work of all subcommittees is concluded.

**Agenda Item 3:** Debriefing about the awards process/awards ceremonies.

Discussion: The following feedback was provided by committee members:

1. Subcommittees found it challenging to apply the current evaluation criteria equitably across portfolios submitted by both arts and sciences faculty. There was discussion that the criteria were relatively generic in content and should be applicable to all faculty candidates. It was suggested that having a mix of faculty from both arts and sciences on all subcommittees may enhance the evaluation process.
2. Overall the quality of the portfolios was very good.
3. Some videos submitted by finalists did not clearly align with the rest of the portfolio. A recommendation was made to provide more direction about how to connect the content of the videos with the entire portfolio.
4. Award winners should be invited to serve as ex-officio members of the Academic Awards Committee and/or on the various award subcommittees.
5. A recommendation was made to consider a process for the entire committee to review portfolios that do not have consensus of approval among the subcommittee members.
6. A bank of generic feedback for nominees currently being provided by Dorothy Muller who are not selected should be developed based on common themes noted by subcommittee members.
7. The first call for 2018-2019 awards will go out before the end of the spring 2018 semester and the second call will occur during the beginning of the fall 2018 semester.

Action Taken: Recommendations to be included in the committee’s annual report

Assigned additional duties to: 2018-2019 Academic Awards Committee members.

**Agenda Item 4:** Review of Annual Goals/Annual Report

Discussion:

Electronic submissions: The submission process went well. There was an issue with Qualtrics that occurred during the nomination process. A back-up method was in place to assure no nominees were missed.

The discussion of a Frequently Asked Questions resource was tabled because of the more pressing need to develop feedback for nominees not selected.
The Service Learning Award was approved by the Faculty Senate but is held for further review by the Chancellor.

**Action Taken:** None

**Assigned additional duties to:** A. Dresselhaus will write the Committee’s Annual Report.

**Agenda Item 5:** Recognition of out-going Committee members

**Discussion:** Terms of service are ending for Angela Dresselhaus, Jane Trapp, and Pamela Reis. Dorothy Muller will be retiring at the end of the current academic year.

**Action Taken:** Outgoing members were thanked for their service.

**Assigned additional duties to:** Committee appointments for the 2018-2019 academic year will be determined after the upcoming Faculty Senate meeting on May 1st.

**Announcements:** The Teaching Awards Ceremony is Monday, 4/9/18 from 5-7 PM at the Murphy Center. All committee members are encouraged to attend.

**Meeting adjourned at 3:05 PM**

**NEXT MEETING:** Fall semester 2018 – Date and time TBD