

COMMITTEE: Academic Awards Committee

MEETING DATE: March 5 2020

PERSON PRESIDING: Gabriel DiMartino, Committee Chair

REGULAR MEMBERS IN ATTENDANCE: Patricia Anderson, Gabriel DiMartino, Rose Haddock, Randall Martoccia, Jane Trapp

REGULAR MEMBERS NOT IN ATTENDANCE: Ann Bell, Joy Karriker

EX-OFFICIO MEMBERS IN ATTENDANCE: Stacey Altman (representative of the Chancellor), Phyllis Horns (representative of the Vice Chancellor for Health Sciences), Zia Rehman (representative of the Chair of the Faculty), Josiah Thornton (representative of the Student body), Sarah Williams (representative of the Provost)

EX-OFFICIO MEMBERS NOT IN ATTENDANCE: Yan-Hua Chen (representative of the Faculty Senate), Kathryn Verbanac (representative of the Vice Chancellor for Research, Economic Development, and Engagement)

GUESTS IN ATTENDANCE: Rachel Baker

RECORDER: Rose Haddock, Academic Awards Committee Secretary

Meeting called to order at 2:00 PM by Gabriel DiMartino, Committee Chair.

ACTIONS OF MEETING

Approval of minutes: Motion made, seconded to approve November minutes.

Agenda Item 1: Reword Grant parameters to ensure Faculty are being awarded for their work.

Discussion: It has been several years since grant parameters were reviewed and updated.

Action Taken: Committee will review each grant and update so hyperlinks are current and language is restructured and clarifying. Most grants need the following updates: 1) remove “awards will be recognized at various functions”; 2) remove any reference to Blackboard, indicate Grant links will be made available; 3) remove any specific dates and make it more general to a semester; 4) remove any reference to the reading room in OFE; 5) remove any reference to September convening of sub-committees; and 6) remove references to OFE when submitted. Unanimous vote to make changes to all awards.

Agenda Item 2: Nomination Process

Discussion: Committee members discuss the possibility of first part of the nomination process occur earlier. Currently call for nominations is mid-late March. Possibly remove rationale part at the beginning of the process. Give OFE time to ensure finalist fit parameters.

Action Taken: None.

Agenda Item 3: Award Template Changes

Discussion: Committee members discuss implementing changes to submission formatting/templates for all awards.

Action Taken: First section: CV and Teaching Philosophy. Second section: Colleague/Peer reviews and Student reviews. Third section: Supporting Materials.

Agenda Item 4: Max Joyner DE Award

Discussion: Five applications this year. Possible to require all applicants submit video not just finalists. Might decrease the number willing to accept the nomination. Might ask for the ability to view DE class.

Action Taken: Nominees will have the option to provide award subcommittee the ability to view active or former course or submit a 10 minute video.

Agenda Item 5: MS Teams

Discussion: Committee members discuss multiple methods for members to input suggested changes into each application.

Action Taken: Sarah will send committees each award application in MS teams for changes, using track changes to track each committee members suggestions.

Agenda Item 6: BOG Excellence

Discussion: Currently BOG of Excellence Award requires need for tenure status.

Action Taken: Tenure status removed, just need to be full-time faculty.

Agenda Item 7: Chair Clerical Error

Discussion: Chair committed clerical error to finalist. Possible to have co-chairs for additional set of eyes on each award. Possibly use a system that creates a separate folder of finalists.

Action Taken: Chair will not chair a sub-committee but instead sits on committees to ensure committees meet and correct info is forwarded.

Meeting adjourned at

NEXT MEETING: April 2, 2020 at 2:00 p.m. in 142 Rawl Annex

ITEMS TO BE DISCUSSED

- (1) Approval of minutes (3/5/20)
- (2) Award revisions