

**Minutes**  
**Teaching Council of the Faculty Senate Meeting**  
**January 30, 2006**

Present: Breinig, Garrett, Hess, Jennings, Cook, Hendrix, Heitmann, Bowie, Craig, Chandler, Marshall, Hughes, Papke, Lane, Burman

The majority of the meeting was devoted to selecting finalists for the Chancellor's teaching and advising awards.

- I. The tenure track teaching rankings submitted by Council members were reviewed and tallied to provide an overall ranking. There was some discussion regarding the cut-off points, given a goal to select 10 finalists from this pool. After discussion, 11 individuals were confirmed as finalists:
- II. The advising group was reviewed. One individual who did not meet the eligibility criteria was eliminated from consideration this year. The five finalists in this group are:
- III. The non-tenure, part-time, adjunct teaching group was also discussed. One individual who did not meet the eligibility criteria was eliminated from consideration this year. The four finalists in this group are:
  - a.
- IV. There was some discussion about classroom visit protocols. It was determined that a list of potential classroom visits will be generated for the finalists. Hopefully this will be an interactive, web-based schedule. The visits will then be completed as follows:
  - a. Council members will review the schedule and sign up for at least 2 visits (one each for two different finalists).
  - b. Each finalist should have visits from at least 2 Council members (not necessarily on the same day).
  - c. Council members will fill out a review form for each of their classroom visits and forward them to Dr. Lane or to a central submission site as directed.
  - d. Review forms will be available for everyone to review and to make final rankings of candidates prior to the February 28 meeting.
  - e. If an insufficient number of Council members can attend on Feb 28, or if there are delays in completing sufficient classroom visits, that meeting will be postponed approximately 1 week.
- V. For the advising nominees, it was suggested that reference advisees be contacted by email. Dr. Lane will arrange this contact and provide the students' responses to the Council in one document. Nominees will then be ranked by a subgroup of the Council.

- VI. In the final meeting, the Council will determine the final selection of winners and recommend up to 3 advising awardees, up to 3 non-tenure/part-time/adjunct awardees and up to 3 tenure track teaching awardees. The Council may suggest a slightly different distribution of awards to the Chancellor's office if indicated by the final selection process.