

ANNUAL REPORT OF THE TEACHING EFFECTIVENESS COMMITTEE

I. DATE: 22 Apr 88  
TO: Conner Atkeson; Chair, Faculty Senate  
FROM: Frank Rabey; Chair, TEC

II. Membership of the Committee

Ex-Officio: Charles Coble; Dean, School of Education  
Jo Ann Jones; Representative, Chair of the  
Faculty Senate  
Paul Knoke; Representative, Vice Chancellor  
for Academic Affairs  
Eugene Ryan; Dean, College of Arts and  
Sciences

Elected: Lola Dudley; Business (1990)  
Martha Engelke; Nursing (1989)  
Cliff Knight; Biology (1988)  
Terrence McEnally; Physics (1988)  
Frank Rabey; Allied Health (1988)  
Christa Reiser; Sociology/Anthropology (1990)  
Randall Renagar; Medicine (1989)  
William Spickerman; Mathematics (1989)  
John Tilley; History (1990)  
George Williams; HPERS (1989)

Students: Carol Shore; Dana R. Troutt; Carolyn Williams

III. Committee Meetings (Dates, Times Required for Meetings and  
Members Absent)

18 Sep 1987 (1:25): Renagar  
30 Oct 1987 (1:00): Coble, Dudley; Engelke\*  
20 Nov 1987 (1:15): Engelke\*  
30 Nov 1987 (0:35): Coble; Dudley; Engelke\*; McEnally;  
Ryan  
11 Dec 1987 (1:00): Coble; Dudley; Engelke\*; Tilley  
15 Jan 1988 (1:00): Coble; Dudley; Engelke\*; McEnally;  
Ryan; Student members  
22 Feb 1988 (1:30): Dudley; Engelke; Knight; Reiser;  
Spickerman; Student members  
24 Mar 1988 (1:50): Coble; Jones; Ryan; Student members  
22 Apr 1988 (1:00): Coble; Ryan; Renegar; Student members

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\*On maternity leave

#### IV. Reports to Faculty Senate

- 26 Jan 1988: Report (information only) on TEC - sponsored workshops by Dr. Wagenaar on 19 Feb 88
- 23 Feb 1988: Report concerning the use of Student Opinion of Instruction Survey in faculty evaluation
- 10 Mar 1988: Report (Memorandum for record) pertaining to meeting with administrators on "what is needed to improve teaching effectiveness" (See V and VII C1, below)
- 12 Apr 1988: Report (information only) on availability of Dr. Wagenaar's videotaped presentations

#### V. Specific Instructions...by the Faculty Senate

Faculty Senate Resolution 88-13: charged TEC to study progress made on seven principles, confer with administrators, and give a progress report to Faculty Senate at the first Senate meeting in Fall 1988.

#### VI. Committee Organization and Activities

- A. Officers: Rabey, Chair; Tilley, Vice-Chair; McEnally, Secretary
- B. Standing subcommittees:
  - 1. "Videotaping" subcommittee: McEnally (chair); Dudley; Engelke; Knoke; Renagar; Tilley
  - 2. "Workshop" subcommittee: Williams (Chair); Knoke; Reiser; Tilley
- C. "Liaison" with Trenton Davis regarding "outcome assessment" evaluation and Faculty Resource Center: Spickerman

#### VII. Committee Accomplishments

- A. Accomplishments originating from "videotaping" subcommittee: established and publicized initial policy regarding videotaping service for self-assessment of presentation skills; devised instruction sheet, check list for self-assessment, and memorandum (to be sent to chairpersons) acknowledging faculty member's efforts to improve presentation skills; revised policy regarding logistical support of videotaping service and "flyer" advertising availability of videotaping service and guidelines for use of service (to be published in Fall 1988)

- B. Accomplishments originating from "workshop" subcommittee: interacted with Farr (Women's Studies Program) regarding her request for joint sponsorship of workshop dealing with sex bias in college teaching (request subsequently withdrawn by Farr); planned and conducted the workshops presented by Dr. Wagenaar of Miami University (Ohio) on 19 Feb 88 ("The Spectrum of Faculty Evaluation" and Models of Faculty Development"); established guidelines for use and publicized the availability of Dr. Wagenaar's videotaped presentations
- C. TEC response to Faculty Resolution 88-13
1. Conference of 10 Mar 88 involving Eakin, Bloodworth, Atkeson, Tilley and Rabey: presentation by Rabey in which he recommended that "teaching" receive the resources and programs comparable to those allotted to "research" and that a full-time academic position be established for instructional development and evaluation. (A memorandum for record of this presentation was previously supplied to Atkeson and constitutes the TEC's report to the Faculty Senate for that portion of the Resolution directing "confer with administrators.")
  2. Initiation of questionnaire to ascertain what progress has been made on the implementation of Faculty Resolution 85-14, "Principles to Guide the Use of Student Opinion Data," as regards the administrative evaluation of teaching: questionnaire addressed by name and title to 65 activities involved in teaching and/or the evaluation of teaching; collection of data, its collation and subsequent dissemination to the Faculty Senate will take place during the 1988-1989 academic year.
- D. Attendance of TEC representatives at the Lilly Conference on College Teaching at Miami University (Ohio) on 13-15 Nov 87: Knoke and Reiser attended this conference which, apparently, represents the first time the TEC has had representation at a national conference devoted to college teaching. As a direct result of this, the documents and proceedings of the conference were incorporated into the TEC holdings of reference materials and a speaker, Dr. Wagenaar, was identified for the TEC-sponsored workshop. In their report to the TEC, Knoke and Reiser recommended that the TEC arrange for two members to attend all future Lilly Conferences

- E. Initiated request to Acting VCAA Bloodworth for the acquisition of sufficient copies of a "how-to" manual, "A Guide to Evaluating Teaching for Promotion and Tenure," for distribution to all activities (less SOM) involved in teaching and/or the evaluation of teaching

#### VIII. Senate Resolutions

Faculty Resolution #88 - 32: Resolution regarding funding for attendance of national-level conference devoted to college teaching

#### IX. Proposals and/or Business to be Carried Over to Next Year

- A. Continue to promote the importance of teaching in the triad of teaching-research/creative activity-service.
- B. Continue to lobby for the establishment of an academic position devoted to instructional development and evaluation.
- C. Obtain funds needed for "travel" of two TEC members to a national conference devoted to college teaching.
- D. Identify, plan and execute faculty development workshop(s).
- E. Continue to develop and promote the use of the videotaping service by teaching personnel as a method of improving presentation skills.
- F. Reconsider the logistics involved in providing the videotaping service after the one year trial period.
- G. Collate results of survey regarding implementation of the "seven principles," and report finding to the Faculty Senate; be prepared to make appropriate recommendations based upon results.
- H. Continue to study the role of teaching effectiveness in the "outcomes assessment" evaluation required by the Southern Association.
- I. Prepare a "cover memorandum" and distribute copies of "A Guide to Evaluating Teaching for Promotion and Tenure" to all activities involved in teaching and/or in the evaluation of teaching (Relates to para VII E, above).
- J. Attempt to resolve the ongoing problem of how team-taught courses should be evaluated.

K. Explore the possibility of developing an explanation sheet as a "cover" to the SOIS in an effort to make faculty more aware of meaning, distribution and use of SOIS results.

L. Take necessary action to amend the TEC's charge regarding the annual alumni association teaching awards.

X. Evaluation of the Committee

A. Structure: generally adequate; the recent ruling (Faculty Resolution 88-16) withdrawing voting privileges from most ex-officio members is counterproductive.

B. Duties and Functions: generally appropriate; however, an element of the "Charge"; i.e., "... shall assist units requesting aid in developing teaching evaluation instruments for personnel decisions ..." presumes a level of expertise that does not exist. The assumption that the TEC can perform this function appears unrealistic or, at best, very shaky. Additionally, another stated function; i.e., "The Committee is empowered to recommend the recipients of the annual alumni association teaching awards" is no longer valid and should be amended to reflect current policy.

C. Personnel: generally adequate; the outstanding contributions made by Knoke and Tilley deserve special mention. Participation by student members was less than adequate.

XI. Suggestions for Improving the Effectiveness of the Committee

A. Status of ex-officio members of the TEC: voting privileges should be restored to ex-officio members; moreover their numbers should be considered when establishing the quorum cut-off figure. On the TEC, ex-officio members are more than "visiting observers;" they have been involved in the formulation and execution of committee business. To deny them the privileges of full membership is akin to "taxation (in the form of time and energy expended) without representation," and will only serve to limit their attendance at meetings and greatly diminish their contributions. (The Faculty Senate would do well to reconsider/rescind Faculty Resolution 88-16, or at least allow individual academic committees the opportunity to recommend how the ex-officio membership should be used and what privileges should be in place, depending upon the role ex-officio members have played in the conduct of that committee's business.)

Chairperson: Frank Rabey

Secretary: Terence E. McNolly