Minutes of the Engineering Undergraduate Studies Committee (EUSC)
March 19, 2014

Present, EUSC: Rothwell (ECE), Lyles (CEE), Sticklen (AES), Brereton (ME), Lee (CHE), Masten (ENE), Liao (BAE), Wolff (DE), Mena-Lapaix (Student), Al Dhaneem (Student)

Absent, EUSC: Mahapatra (ECE, UCC), Owen (CSE)

Also present: Idema (DE)

1. Agenda: Approved.

2. Minutes of February 26, 2014 were approved with a correction to the adjournment time.

3. Discussion of the committee’s followup actions to the Teaching Effectiveness Task Force Report continued. A subcommittee of Dr. Sticklen, Ms. Al Dhaneem and Mr. Mena-Lapaix proposed three recommendations, which can be summarized as follows: 1) requiring mid-term course evaluations once or twice during the semester, 2) developing annual teaching workshop series with Faculty and Organizational Development and requiring faculty to attend once a year, and 3) performing correlation analysis of class attendance with SIRS ratings.

Discussion of 1) first centered on explaining to the student members that the EUSC cannot impose requirements on faculty. However, the committee supported the general intent of the recommendations and spent discussion time on how some of the intended outcomes might be met or facilitated. One such suggestion was to have an electronic “suggestion box” where students could leave suggestions about classes that would be anonymously forwarded to the instructor. It was suggested that this might be “opened” by DECS during a time window once or twice a semester and publicized at the college level.

Discussion of 2) included having teaching effectiveness presentations at annual department retreats and modifying the annual report form to include more detail about professional development specific to teaching.

Discussion of 3) was brief, and only touched on the resources needed to execute and the usefulness of the results.

Meeting adjourned at 4:00 pm

Respectfully submitted,

Thomas F. Wolff