

Spring 2023 Full CT Caucus Meeting Minutes  
Thursday, 6 April 2023, 9:00 am  
Submitted by Josh Enszer, CT Caucus Secretary

## 1. Bylaw Updates

Two weeks ago an amendment was sent to the Caucus to propose amending the bylaws in the future:

**“Amendments will be voted on at the next general meeting at least two weeks after the proposal of the amendment” to “Amendments will be voted on by electronic ballot at least two weeks after the proposal of the amendment.”**

The floor was opened to discuss this motion. There was concern that members would be voting on amendments without attending any meeting to hear or participate in the discussion beforehand, or even that amendments could be proposed without any discussion. Others suggested that increasing the burden to vote would just decrease participation.

At the end of discussion, a vote was conducted and the amendment passed by a vote of 35 to 2.

Jenny Lobasz brought up announcements of a future bylaws vote to change the structure of the caucus governing board, which would allow for the addition of Associate in Arts faculty and Instructor rank faculty to the board to try to ensure representation:

1. Under Governance > Board Membership, change "The Board shall be composed of seven members, including the Executive Committee" to "The Board shall be composed of seven to nine members, including the Executive Committee."
2. Under Governance > Elections and Terms, add four additional bullet points to the end of the section:
  - The Governing Board shall consist of at least one faculty member from the Associate in Arts Program and one faculty member at the rank of Instructor.
  - In the event that the annual election results in a Board without at least one faculty member from the Associate in Arts Program, the Executive Committee shall either appoint an additional member at large from that program or call for a special election by electronic ballot.
  - In the event that the annual election results in a Board without at least one faculty member at the rank of Instructor, the Executive Committee shall either appoint an additional member at large at that rank or call for a special election by electronic ballot.

- All CT Caucus members are eligible to vote in special elections.

A question was raised as to whether this “must” happen, in the case that there is no one in one of these two positions willing to be on this board. Would it be better to say “may” instead of “shall” in the proposed amendment? Or appending the statements with “provided such members can be found.”

The next amendments will be voted on electronically in the near future.

## **2. Governing Board Updates**

### **1. Canvas Site**

Jenny Lobasz unveiled the newly-created Canvas site for CT faculty. Invites were sent to all members of the caucus this morning. This is meant to serve as a more internal hub for sharing documents and other information that is not always intended to be fully public like documents on the website.

### **2. Job Search Committee**

A volunteer ad hoc committee (Hannah Kim, Josh Enszer, Ellen Monk, Haritha Malladi, Sheara Williamson, Joanna York, and Kimberly Schroeder) met over the winter and asynchronously to put together tips for search committees looking to hire CT faculty. We intend to share the document with the rest of the Caucus soon, and eventually share this with the vice provost for faculty affairs, and later all deans and chairs.

### **3. Winter Dossier Challenge (Zoom Poll on Future Interest)**

Hannah Kim updated the group on the Winter Dossier Challenge held in collaboration with the UD Faculty Achievement Program. This Dossier Challenge was conducted in lieu of the fall “dossier workshop” which we have held in some past years. Feedback from the group is unanimously positive. Hannah launched a poll to ask if there would be interest in participating in this event in the future - should the Caucus sponsor a similar event in Winter of 2024? 16 of 29 votes indicated some or a lot of interest in participating. Mandi Bullough and Julia Bayuk both expressed interest in being mentors.

### **4. Panel on Promotions**

Katya Roelse summarized the promotion panel that was held on March 16 and thanked the panel participants - James Ancona, Vickie Fedele, Eric Greska, Beth Morling, Elizabeth Soslau.

We know there are similar events offered by other campus groups but this event remains the only one solely by and for CT faculty, facilitated by the vice provost for faculty affairs.

Notes from this panel have been shared on the CT Caucus Canvas page.

An updated version of the Dossier Prep Mentor contact list was also shared with the group and to Canvas.

**3. Matt Trevett-Smith ( Director of the Center for Teaching & Assessment of Learning at the University of Delaware)**

CTAL will soon celebrate its 50th anniversary! Its current advisory board consists of 13 faculty members, a mix of CT and TT faculty.

Matt Trevett-Smith introduced/reminded us of upcoming CTAL events - the Summer Institute on Teaching runs May 31-June 1 (call for proposals for events extended to April 10) and the Course Design Institute runs June 6-9. The CDI is for those creating a new course or revising an existing course (for example, adjusting to meet new department learning goals, changing a course from a 200-level to 300-, etc.). About  $\frac{2}{3}$  of seats have been claimed already for the CDI.

New for next year, there will be a new event called CTAL Seminars, which is a reimagination of the now-defunct “First Friday Roundtables.” There will be four such events over the coming academic year. Topics will range in breadth and depth, such as accessibility, computational thinking, and course design.

Program Educational Goals work has been largely completed, in terms of creating the goals. Upcoming efforts will be work to make sure goals are being measured.

The Winter Institute on Learning will likely be devoted to alternative grading and specifications grading.

The Foundational Course Initiative is being continued for large first- and second-year courses (“large” varies in definition across programs).

The Early College Credit Program is a way for DE high school students to earn college credit and engage with UD faculty.

Matt mentioned that the “ecosystem” for teaching has been diverse across the university, and CTAL has been charged to become more of a hub for teaching support. To that end, they will be collecting links to the 26-or-so different groups supporting teaching at UD. There will be a holistic “teaching support” calendar that will launch over the summer with the intention for this to be fully live and populated starting in the fall. Similarly they will curate a list of funding opportunities and make this available through their website.

**4. Meg Grotti** (Assistant Head of Instructional Services in the Reference and Instructional Services Department)

**[Open and Affordable Teaching materials Grants](#)**

Meg Grotti heads a team of liaison librarians who coordinate with different programs across the university. She recently presented much of this information to the faculty senate.

She reports that student-reported spending on teaching materials/textbooks has been coming down compared to five years ago, but even with the average decreasing, there are still some students reporting spending \$900 or more a semester on materials.

The Open and Affording Teaching Materials Initiative is led by the library with several partners across the university. The use of Open Educational Resources has improved student performance for all students on average, with even greater gains for those with higher economic burdens. Faculty have also reported positive feedback from students plus improvement to their own teaching.

Meg announced that the library is offering grants to any instructor of record for a small, one-time incentive to shift to open and/or more affordable course materials. In addition to a small amount of money (\$500-\$1500ish), there is a team that will help with instructional design and assessment. Proposals are open until April 28, and there will be a workshop at SIT on June 1.

**5. Eric Greska** (Associate Professor Kinesiology and Applied Physiology, ad hoc Faculty Senate committee working on the restructuring of student evaluations) - **Teaching Quality Frameworks**

Eric Greska updated us on the latest progress toward better documenting effective teaching. This work began as early as 2018 when a Working Group on Student Course Feedback was formed. Their work wrapped up in 2021 with a report that summarized recommendations for student ratings of instruction and development of a teaching quality framework.

The draft of this framework is available online and input/feedback is needed: <https://sites.udel.edu/tqf/>. There has also recently been conversations with department chairs at one of their recent meetings. [A CT Caucus-specific copy of the document was also shared](#) for us to share comments with the members of the TQF committee. In addition to this document, we can contact Eric Greska or Kevin Guidry over email, or the feedback form on the TQF website.

**6. Elections - Co-chair, Member at Large, Clerk**

The call for nominations or self-nominations for the open positions was announced. Nominations are open until April 17, with the goal to announce the slate of candidates later that week.

## **7. End of Year Social**

We will have a Google doc to coordinate for a potluck at Julia Bayuk's house for our end-of-year CT Caucus social, Monday 15 May at 4:00 pm. Julia lives close to campus so it should be a convenient location. Many thanks to Julia for offering her place for the event!

## **8. Announcements/New business**

None to report.