Committee on Teaching and Research Faculty (CTRF) Meeting #15 Minutes
Thursday Jan. 19, 2023
2pm-3pm

Meeting held in person

Members in attendance: Drew Brodeur (Chair, CBC), Joe Aguilar (Secretary, HUA), Izabela Stroe (PH), Althea Danielski (HUA), Suzanne LePage (CEAE)

Meeting guests in attendance: Kimberly LeChasseur

1. Call to order. Chair Brodeur called the meeting to order at 2pm.

2. Upcoming informational session with Provost. The Provost plans to host an informational meeting toward the end of January (tentatively 1/30). Chair Brodeur will check in with Deb Graves to clarify the content and aims of the Provost’s meeting.

3. Debriefing about the informational meeting. The Committee discussed the varieties of questions and concerns that came up during the 1/18 meeting and identified some common points of clarification, including confirmation about who was eligible for Cohort #3; where to find resources to help with the application; how to determine one’s tenure clock.

The Committee will post the recording of the informational meeting to the Canvas site for people who were not able to attend and/or want to review the conversation.

4. Department heads meeting. There are some questions about how to ensure the rubrics on the Canvas site will be followed by evaluators of Cohort #3. One of Kimberly LeChasseur’s goals for the meeting would be to explore what the department heads view their role as. There are three important areas from the study’s findings to focus on: embracing the rubrics’ criteria, facilitating feedback, and promoting equity. Suzanne LePage noted that it is particularly important to emphasize the need to be encouraging and supportive to TPT applicants, perhaps especially if they’re not chosen for Cohort #3. Creating a culture of professional growth may be key to retaining teaching faculty.

This can continue to be a conversation with Cohort #3 evaluators before decisions are made. Kimberly LeChasseur will follow up with Chrys Demetry about opportunities to communicate with Department Heads in spring.

The Committee also discussed how to helpfully present their own role in the upcoming DH meeting. Perhaps it would be useful to allow time to answer any lingering questions about the Committee’s role and function. Perhaps it would also be helpful to introduce the members of CTRF as points of contact.

5. The meeting was adjourned at 3pm.

Respectfully submitted,
Joe Aguilar
CTRF Secretary