

Committee on Tenure and Academic Freedom Meeting
February 26, 2024, 11:00-12:00

Zoom

Present: Raghu Cowlagi (AE), Aaron Sakulich (CEAE), Renata Konrad (BUS), Stephan Sturm (MA), Mike Timko (ChE), Lyuba Titova (PH), Kris Wobbe, (DIGS, Chair), Erin Solovey (CS)

1. Approved minutes of February 5 and 19th meeting.
2. Announcements: CTAF nominations upcoming; 20 tenure candidates are expected for 2024/25. Information sessions for DTC members and pre-tenure candidates
March 13, 1-2 pm: Professors of Teaching focus: <https://wpi.zoom.us/j/92971683035?from=addon>
March 14 10-11 am: Dual Mission focus: <https://wpi.zoom.us/j/91454539227?from=addon>
March 18, 12-1:30 pm: Professors of Teaching focus, Gordon Library
3. Discussed guidelines regarding Teaching Statement. The committee noted that the statements vary between candidates: some contain raw data and varied lengths but need to be more evidence-driven and persuasive.
 - a. Professors of Teaching should have separate guidelines
 - b. Dual Mission: Teaching Portfolio should contain a short explanation highlighting why artifacts selected are evidence of high quality and evidence of teaching. Historically teaching portfolios were introduced to acknowledge known biases associated with teaching evaluations and allow the candidate to explain their teaching.
 - c. Candidates should be encouraged to cross-reference material (e.g., refer to items in CV)
 - d. Artifacts: Candidates should be discouraged to include class slides and raw data. Discussed limiting the quantity of artifacts
 - e. Statement: Have a single statement, leave it up to the candidate to decide how to distribute emphasis. Have a total page limit, and suggest pages based on position.
 - f. CTAF will work with Morgan Teaching Center for feedback about teaching portfolios

Meeting adjourned at 12:02.

Submitted by Renata Konrad, Secretary

Committee on Tenure and Academic Freedom Meeting
March 14, 2024, 1:00-2:00

Zoom

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1. Approved minutes of February 5 and 19th meeting.
2. Debrief regarding Information sessions. CTAF noted relatively low attendance.
3. Discussed procedure regarding Expedited Review for hire with tenure. CTAF agreed that a 6-member subcommittee is sufficient. The CTAF chair will appoint members as needed.

4. Three subcommittees formed to work on different documents.
 - a. Guidance for DTC: Tanya, Erin, Luba, and Renata
 - b. Expedited Review Document: Aaron, Kris, and Raghu
 - c. Develop guidelines and templates for recommendation letters to the Provost: Stephan and Mike

5. Discussion regarding Teaching Portfolio
 - o Ongoing discussion for Professors of Teaching regarding difference between Teaching Portfolio and Personal Statement
 - o Discussion regarding need to have consistent demands between COAP and CTAF guidelines regarding page limit of 50 pages beginning with the 2025/26 cohort.

6. Discussion began regarding the constitution of CTAF with respect to our newly tenured Professors of Teaching. Discussion to continue next meeting(s).

Meeting adjourned at 1:58

Submitted by Renata Konrad, Secretary