**Teaching and Learning Advisory Council (TLAC)**

2017-2018 Annual Report to the Academic Senate

Submitted – April 2, 2018

**Introduction**

The Academic Senate has charged the Teaching and Learning Advisory Council (TLAC) with stimulating the creation of a campus culture that truly values, promotes, recognizes, and rewards excellence in teaching and learning in proportion to its stated significance in the university mission. TLAC is interested in:

1. Engaging the university community in dialogue about what constitutes excellence in teaching and learning.
2. Serving as a resource to the university concerning teaching and learning information, including philosophy, methodology, technology, science of learning information, etc.
3. Determining the needs of faculty members in their quest to achieve teaching and learning outcomes and assisting them to meet those needs.
4. Recommending policies for promoting and improving the impetus for teaching and learning excellence.
5. Networking with committees (where appropriate) to meet shared goals.
6. Recognizing teaching and learning excellence on campus.
7. Providing faculty with opportunities to encounter varied teaching and learning practices and to share expertise.
8. Supporting faculty in acquiring the knowledge, skills, and dispositions for teaching and learning in a culturally diverse campus community.

This report contains a summary of TLAC’s activities fall 2017 through winter 2018. Much of the information in this report can be found or will be posted on TLAC’s website: <http://www.nmu.edu/tlac/>

During the past academic year, TLAC revised its operating procedures, sponsored a peer observation program in conjunction with the Center for Teaching and Learning (CTL), is offering a seminar in peer observations to add to the pool of peer observers for the peer observation program, awarded conference grants to faculty members to support their teaching, worked with faculty on changing policies related to best practices for teaching, and continued to work with the CTL Teaching Scholar to promote teaching at NMU.

**Report of Activities**

1. **Meetings**: The council dealt with some of its business via email, and held face-to-face meetings on the following dates during the academic year: September 6, October 4, November 8, November 29, January 31, February 28, March 14 and April 25.

2. **New Faculty Orientation**: TLAC participated in the New Faculty Orientation on August 21, 2017 providing an informational table with handouts related to our mission, campus teaching resources, and conference grants.

3. **TLAC Conference Grant Awards**: Seventeen faculty members applied for the teaching conference grant award. TLAC awarded three grants during the fall semester and two grants in the winter semester, as listed below. Additional details concerning these awards are posted on the TLAC website.

**Fall 2017 Awardees**

* Abby Cameron-Standerford (Education)
* Wendy Farkas (English)
* Jessica Thompson (Communication and Performance Studies)

**Winter 2018 Awardees**

* Kristen Smith (Nursing)
* Ann Zimmer (Foreign Language)

5. **TLAC operating procedure:** The committee reviewed our operating procedures, and approved the modifications listed below. [See attached](https://docs.google.com/document/d/1RaVKECcUiagxPkiM6_E0WzEB33tqfawXy_0Aqk3wkNY/edit?usp=sharing) amended operating procedures.

* Added a statement to section I (Membership), that '*Members of the committee must participate in the peer observation training program within one year of appointment. They are encouraged to volunteer as peer observers*.'
* Format changes to numbering of sections.

6. **Peer teaching observations**: TLAC continued the peer observation program. Faculty members can request a classroom visit from a pool of volunteer observers to help faculty improve their instruction. Twelve faculty members requested peer observations during this academic year. The following people graciously observed: LaMart Hightower, Jill Leonard, Gary Stark, Michelle Johnson, Lanae Joubert, Tom Gillespie, Terry Delphier, and Amy Barnsley.

7.  **Proposed revision for administrative withdrawal policy:** TLAC is working with faculty to update the policy on administrative withdrawal to better reflect current best practices for teaching online and the needs of students, particularly those in lower level classes.

8. **Clarifying roles of CTL, TLAC, Extended Learning Scholar, and the Teaching Scholar:** To ensure that resources and efforts are coordinated, the committee drafted a document clarifying the roles of various groups with similar goals. [See attached.](https://docs.google.com/document/d/1RLwf6Tz-l5GIJyOa61klT7Wq2DZGPOo6iM0NfAviaUA/edit?usp=sharing)

The chair of TLAC wishes to recognize the work and active participation of the following council members during the academic year Amy Barnsley (Chair), Abby Cameron-Standerford (Secretary), Tawni Ferrarini, David Helton, Josh Sharp, Katie Menard, Kathryn Johnson, Margo Vroman, LaMart Hightower, as well as ex-official members Tom Gillespie, and Gary Stark, and Beth Roberts for her assistance related to TLAC’s budget.

Respectfully submitted,

Amy Barnsley, Chair TLAC