

## THE COMMITTEE ON TEACHING

### SUMMARY REPORT OF ACTIVITIES: 2002-03

Composed of five faculty and two student members during 2002-03, the Committee on Teaching (COT) of the Berkeley Division, Academic Senate, University of California,

- oversaw the administration of the Instructional Minigrant and Classroom Technology Grant programs by the Office of Educational Development (OED) and Educational Technology Services (ETS); \$48,254 was distributed to 64 Instructional Minigrant recipients and \$61,551 to 25 recipients of Classroom Technology Grants;
- nominated three members of the faculty for approval by Divisional Council to receive Distinguished Teaching Awards: Glynda Hull (Graduate School of Education), Martha L. Olney (Economics), and Jeffrey A. Reimer (Chemical Engineering);
- recommended the Environmental Sciences Major, the first cross-college major at Berkeley, for the Educational Initiatives Award;
- recommended that Tyrone Hayes (Integrative Biology) be nominated as the Berkeley candidate for the Carnegie Foundation's U.S. Professor of the Year Award;
- created, in collaboration with the Office of the Vice Provost for Undergraduate Education, the Presidential Chair Fellows Program, a new faculty development program for both junior and senior faculty to begin in Fall, 2003;
- reviewed and commented on the Graduate Council's (GC) July 17, 2002, recommendations regarding teaching and the course evaluation form;
- reviewed and commented on a report to DIVCO by a Committee on Courses of Instruction (COCI) working group charged with determining how COCI should assess requests to substitute electronically based interchange for traditional forms of instruction;
- at the request of Divisional Council, conducted a self-study during spring semester, 2003; as a result, the Committee proposed several changes to the Academic Senate bylaws governing COT structure and activities;
- recommended to Divisional Council that the Senate create a working committee to undertake a broad review of current teaching and course evaluation procedures and forms.

In April 2003, the Committee again hosted the campus Teaching Awards ceremony and reception at which the recipients of 2003 Distinguished Teaching Awards and the Educational Initiatives Award were honored.

For 2003-04 the Committee will continue to oversee the administration by OED and ETS of the Instructional Minigrant and Classroom Technology Grants programs; it will again solicit and select nominees for Distinguished Teaching Awards and the Educational Initiatives Award; and it will initiate a call for proposals and recommend a recipient to serve as the Presidential Chair in Undergraduate Education beginning July 1, 2004.

## COMMITTEE ON TEACHING ANNUAL REPORT: 2002-2003

The Committee on Teaching is broadly charged with

- 1) stimulating and aiding campus academic departments in strengthening their efforts to foster, recognize, and reward good teaching;
- 2) initiating, receiving, and funding proposals for teaching and instructional improvement and development;
- 3) undertaking activities to improve teaching and learning on the campus;
- 4) studying problems concerning the improvement of teaching on the campus and its recognition through promotion and tenure, and making appropriate recommendations to the Berkeley Division.

To fulfill these charges, the Committee disburses funds through a number of grant programs, recognizes excellence in teaching through the Distinguished Teaching and the Educational Initiatives Awards, hosts ceremonies to promote interest in and awareness of good teaching, co-sponsors workshops and discussions on teaching practices, and formulates policies to improve teaching and the climate for teaching on the Berkeley campus.

### Grant Programs

In 2002-03, the Committee on Teaching continued its oversight of the campus's Instructional Minigrant and Classroom Technologies Grant programs. The Office of Educational Development (OED) and Educational Technology Services (ETS) administered the two grant programs without deadlines, accepting applications on a rolling basis between August 15, 2002, and May 23, 2003.

*Instructional Minigrants* provide rapid access to modest funds (up to \$1000) for small-scale projects to improve existing courses, develop new courses, evaluate instruction, and assess curricular needs. In 2002-03, 66 applications requesting \$52,275 were received from faculty for course and curriculum improvements; 64 or 97%, of the applicants were awarded full or partial funding, with a total of \$48254 distributed.

The *Classroom Technology Grant* program was initiated to encourage Berkeley faculty to incorporate new, computer-based instructional technologies into their classes. The program provides access to modest amounts of funding (up to \$3500) for the specific purpose of introducing new technologies into the classroom. Projects that involve large lecture classes and courses with multiple sections are especially targeted. In 2002-03, 26

applications seeking \$75,025 were submitted and 25, or 96%, of the applicants received full or partial funding, with a total of \$61,551 distributed.

### **Distinguished Teaching Award**

Each year, the Committee solicits and reviews nominations for faculty Distinguished Teaching Awards (DTA) for approval by the Divisional Council. This year the Committee nominated three members who subsequently received the award. Those three faculty members are:

- Glynda Hull, *Graduate School of Education*
- Martha L. Olney, *Department of Economics*
- Jeffrey A. Reimer, *Department of Chemical Engineering*

The selection of DTA nominees is a two-stage process. In stage one, during fall semester, departments initiate nominations by submitting a brief nominating letter, a chronological list of courses taught during the last eight semesters of residence, a summary of teaching evaluations, and raw data from student evaluations in representative recent courses. Following a full review by the Committee, approximately half of the candidates are then selected for stage two. Additional documentation is required at this stage, and following a pre-arranged schedule, each finalist is observed in a classroom or lab setting by at least two members of the Committee on Teaching. The award recipients are announced later in the spring.

### **Educational Initiatives Award**

In 2002-03 the Committee on Teaching again participated in the process to select a recipient of the Educational Initiatives Award (EIA), which is given annually to a department, program, or unit in recognition of significant accomplishment in undergraduate education. For the 2003 award, the Committee nominated the *Environmental Sciences Major*, the first and only cross-college major at Berkeley; students in either Letters and Science (L&S) or Natural Resources (CNR) can take the same curriculum with a choice of emphasis in biological science, physical science, or social science. Divisional Council approved.

### **The Presidential Chair Fellows Program**

The Presidential Chair Fellows program is a new faculty development effort on the Berkeley campus that offers ladder-rank Senate faculty a unique opportunity to simultaneously improve their teaching and enhance their career development. Using unexpended funds from the Presidential Chair account, and under the joint sponsorship of the Committee and the Vice Provost for Undergraduate Education, the Fellows program in 2003-04 will select both junior and senior faculty for participation in a one-year series of workshops and seminars focused on both teaching and learning.

By linking those who are learning new roles and responsibilities with those who are striving to revitalize their careers, the program seeks both to engage faculty in critical reflection and analysis of their current and future teaching efforts and to foster a sense of collegiality and support among peers and across disciplines. Thirteen (13) Berkeley faculty have been selected for the first year of the program.

## **The Committee's Self-Study**

At the request of Divisional Council, the Committee undertook a self-study near the end of the 2002-03 academic year. As part of that self-study, committee members recommended **three** changes to Senate Bylaw 45 that governs the Committee on Teaching:

I

Current statement of A: This Committee has at least five Senate members and two student members.

Proposed revision of A: This Committee has at least five Senate members, of which a minimum of two should be past recipients of the Distinguished Teaching Award, and two student members, one undergraduate and one graduate student.

II

Current statement of B.2: Nominate members of the Faculty for approval by the Divisional Council to receive Distinguished Teaching Awards and other awards as appropriate.

Proposed Modification of B.2: Nominate members of the Faculty for approval by the Divisional Council to receive Distinguished Teaching Awards and other awards as appropriate. Upon request from the Chancellor or members of the Chancellor's cabinet, solicit and submit nominations of faculty members as potential recipients of external awards for teaching.

III

Current statement of B. 4: Undertake special activities to improve teaching and learning on campus including the initiating and administering of experimental courses and administrative structures for which departmental, school, or college support cannot be obtained. Such courses will be offered for periods up to five years and will be subject to existing regulations regarding Senate (Committee on Courses of Instruction) approval as are courses offered by departments, schools or colleges.

Proposed revision to B. 4: Undertake special activities to improve teaching and learning on campus.

## **Ceremonies and Events**

On April 29, 2003, the Committee again hosted the campus Teaching Awards ceremony at Zellerbach Playhouse. At that ceremony, recipients of 2003 Distinguished Teaching Awards and the Educational Initiatives Award were honored. The Committee hosted the reception that immediately followed the Teaching Awards ceremony, and the Chancellor jointly with the Office of Educational Development hosted a dinner for recipients at the Faculty Club.

## **The Future**

In 2003-2004 the Committee will continue to oversee the administration of the Instructional Minigrant and Classroom Technology Grants programs; it will again select nominees for the Distinguished Teaching Award and the Educational Initiatives Award; and it will, in addition, initiate a search for a new Presidential Chair in Undergraduate Education for a three-year term to begin immediately upon the conclusion of the term of the current holder, Professor Martin Covington of Psychology.

As co-sponsor of the new Presidential Chair Fellows program, the Committee will work closely with the Office of Undergraduate Education to bring this program to fruition; it is expected that several committee members will participate in program activities.

Finally, following its recommendation to Divisional Council that a working committee be set up to broadly review current teaching and course evaluation and procedures, the Committee looks forward to collaborating with and assisting that committee in whatever way possible.

The Committee on Teaching welcomes suggestions about its mission and activities from members of the campus community.

Respectfully submitted,

Rachel Casamina (Undergraduate Student)  
Claire Kramsch (German)  
J. W. Morris, Jr. (Materials Science & Engineering)  
Deborah Nolan (Statistics), Chair  
Donald Olander (Nuclear Engineering)  
Bridget K. Smith (Graduate Student)  
Susan Ubbelohde (Architecture)