

Distinguished Teacher Award Committee

Minutes by Michael Keating

Date: January 22, 2008 5 PM

Place: Jack W Bennett Conference Room, Pennock 410

Present: Ferdowsi, Sanderson, Zentz, McGowan, Hanna, Wancour, Keating (chair)

Absent: Dakkuri (excused – sabbatical leave)

Sandwiches and drinks were provided for this meeting.

The committee reviewed the written material submitted by the candidates.

After deliberations, the committee decided which of the candidates would go forward in the process.

Each committee member will visit a class of the each of the candidates that are still in contention.

Timelines for these visits were discussed. They are to be completed by the next committee meeting, which was set for February 26 at 5:15 PM in the Jack Bennett Conference Room of the Optometry Building (PEN 406).

At the February 26 meeting, the committee will decide who the finalists for the award are. Committee members are to review all written materials (student evaluations, candidates written materials prior to the February 26 meeting.

The committee also set March 4 as the date for the interviews with the finalists.