

Academic Year: 2019-2020

Distinguished Teacher Award Committee

Chairpersons: Gregg Potter and Cindy Smith

MEETING DATE: TUESDAY DECEMBER 3RD 2019 (1:00 P.M.)

ATTENDANCE: CONFERENCE CALL

PRESENT	REPRESENTATIVES	DEPT	PRESENT	REPRESENTATIVES	DEPT
X	KATIE AXFORD	AT-LARGE		DAN MEYERS	CET
	ALEX CARTWRIGHT	BUS	X	DAVID PETILLO	CHP
	MARK DYKE	CET	X	GREGG POTTER (CO-CHAIR)	PHR
	TIM EKLIN	EHS		CYNTHIA SMITH (CO-CHAIR)	L/C
X	MONICA FREES	CAS	X	ANDREW WILTSHIRE	CET
	VACANT	SENATE REP			
	GUESTS	NONE			

OLD BUSINESS:

1) vote on minutes from November 6th 2019 was suspended due to lack of quorum.

NEW BUSINESS:

1. Review the nominee application form
 - a. Nomination forms will be sent out to the nominees after all the nominations are received.
2. Nominee eligibility criterion was discussed: tenured faculty member teaching at least 75% of a full time load
 - a. No changes to previous years documents were initiated.
 - b. Colleges of the nominees will be contacted to verify that the nominees meet the criteria for the award.
3. In order to secure enough nominees, the committee discussed extending the nomination deadline past December 13th.
 - a. The chairs will send an e-mail to the committee Thursday or Friday (Dec 12th-Dec 13th) for a vote to extend the nomination deadline if an insufficient number of nominations have been sent in i.e. #5.
4. The deadline for nominees to submit electronic submissions to the academic senate and Danette will be Jan 20th 5 PM (Martin Luther King Day).
5. Open forum: none

Meeting adjourned at 1:52 P.M.

RESPECTFULLY SUBMITTED

GREGG POTTER