

## ACADEMY OF DISTINGUISHED TEACHING SCHOLARS

Office Of The Provost  
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## Meeting Notes

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**Date:** Wednesday October 13, 2010

**Time:** 12:50 – 1:40 pm

**Place:** 239 A Tigert Hall

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The Academy met on the date and times indicated above. The meeting agenda and supporting materials discussed in the meeting are appended below, including annotations made by the Secretary of the Academy.

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## AGENDA

1. Discussion of the **CALENDAR OF MEETINGS** for the rest of the Fall semester
2. Discussion of **LIFETIME PRIVILEGE TO THE TITLE** *Distinguished Teaching Scholar and Professor* or *Distinguished Teaching Scholar and Associate Professor*
3. Discussion of **EXPECTATIONS FROM NEW AND ESTABLISHED INDUCTEES**
4. Brief status report on the **TEACHING CENTER PROJECT**
5. Review of **ACADEMY COMMITTEES**
  - a. Update of the list of committees
    - i. Pedagogical Infrastructure Committee (Teaching Center Project)
    - ii. Induction Procedures Committee
    - iii. Honors Program and Academic Quality Committee
    - iv. Academic Best-Practices Committee (Internal Policies and Practices Document, Survey of Other Institutions)
    - v. Funding Initiatives Committee
    - vi. Graduate School Support Committee
    - vii. International Initiatives Committee
    - viii. Others (to be determined)
  - b. Staffing of committees: Chairs and members
  - c. Discussion of Committee Goals and timetable
6. **ITEMS FROM THE FLOOR**

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# MEETING HANDOUTS AND NOTES

## WORKING COMMITTEES

### Action Items for each committee

1. Recruit membership
2. Draft a mission statement, define goals, and proposed tentative dates for delivery of the goals. Consider changing the committee name to better reflect its mission.
3. Report on Items 1 and 2 on the next Academy Meeting
4. Roles of the Committee Chair:
  - a. Coordinate the Committee Meetings and Interactions
  - b. Maintain a list of milestone dates for the committee
  - c. Be prepared to communicate the status of Committee projects in response to inquiries from Provost Glover, Associate Provost Long, as well as the Chair and Secretary of the Academy.

### List of Working Committees and TENTATIVE Mission Statements

#### 1. Center for Teaching and Learning Excellence

*Mission:* Improve UF resources to enhance the institution's ability to more effectively achieve its teaching mission. Specific projects include the development of a University Teaching Center (identify venues for educating UF graduate students and faculty on pedagogical practices, leading to establishing a national reputation for UF as seed institution for university-level educators).

*Chair:* Marianne Schmink

*Members:* Linda Behar-Horenstein, Greg Sawyer, Sid Homan, Doug Levey

#### 2. Induction Procedures

*Mission:* Simplify the process for applying for membership in the Academy and ensure that correct and unambiguous application instructions are disseminated to the academic community. Specific projects include revising last year's procedure (including input from most recent inductees), drafting a proposal for improvements, coordinating the annual induction process including the specification of deadlines for announcements application-submission, applicant-evaluation process, and assisting the Provost in the wording of the induction letter (include a statement indicating the lifetime right to use the title *Distinguished Teaching Scholar*, state expectations during the first 3 years of membership, etc.)

*Chair:* Gail Kauwell

*Members:* Additional members are sought.

### **3. Honors Program and Academic Quality**

*Mission:* Identify venues for the Academy to provide assistance in a formal fashion to the Honors Program and to the Center for Undergraduate Research, and identify and seek to implement policies, practices and procedures that lead to improvement in the academic quality of UF curriculum, with an emphasis on large-scope issues. Example projects include the analysis and cure of grade inflation problems, service in the advisory committee of the Honors Program and Center for Undergraduate Research, etc.

*Chair:* Howard Louthan

*Members:* Nigel Richards, Sandy Berg, William Logan, Miklos Bona, Michael Olexa

### **4. Academic Best Practices**

*Mission:* Identify best practices for running Academy affairs, including election processes, and other internal policies and practices. Specific projects may include maintaining a document of internal policies and practices, and surveying the mission, vision, and activities of groups similar to our Academy that are currently functioning in other universities, (including Texas, Virginia, and Southern California) for the purpose of adopting and adapting their best practices.

*Chair:* A chair is sought.

*Members:* Members are sought.

### **5. Funding Initiatives Committee**

*Mission:* Identify opportunities for UF participation in large funding initiatives from governmental or private sources, and help to identify and establish a faculty and administrative team to draft and submit proposals on the topic of pedagogy. Specific tasks include making a list of funding sources, discussing with the Provost opportunities to provide material support required to qualify as a grant applicant, and bringing together a team of faculty with suitable background to take on the task of writing the proposal.

*Chair:* A chair is sought.

*Members:* Miklos Bona

### **6. Graduate School Support Committee**

*Mission:* Identify opportunities for supporting the activities of the Graduate School.

*Chair:* A chair is sought.

*Members:* Doug Levey. Other members are sought

## **7. *International Initiatives Committee***

*Mission:* Identify opportunities for enhancing the UF curriculum with international experiences. Specific projects include drafting a vision document for internationalizing the graduate UF curriculum, including study abroad programs for doctoral students, international dual degrees, as well as international ethics and cultural awareness issues.

*Chair:* Ranga Narayanan

*Members:* Marianne Schmick, Doug Levey, Miklos Bona, Oscar Crisalle

## **8. *To be proposed (Potential candidate: Distance Education Committee?)***

*Mission:* All Academy members are invited to propose the creation of a committee with a mission to address needs associated with the Academy's objectives.

## EXHIBIT A

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### Announcement Distributed by Provost Colburn in the Fall Term of 2004

#### Academy of Distinguished Teaching Scholars

Provost Colburn has announced the formation of a new program, the Academy of Distinguished Teaching Scholars, created specifically to recognize faculty who have excelled as teaching scholars throughout their careers. Patterned after successful programs at Texas, Virginia, and Southern California, the program serves to recognize those who provide the very best educational experiences for our graduate and undergraduate students.

While Department, College and University Teaching awards acknowledge past accomplishments on an annual basis, the recipients of this honor are awarded lifetime Academy membership.

To initiate the program, a faculty committee appointed by this office and the Chair of the Faculty Senate will review and select five inaugural members. In each subsequent year, the Scholars themselves will form the selection committee and oversee the selection of five new members for a total active membership of 15.

Once selected, Academy members will serve for three years on the Advisory Board of the University Center for Excellence in Teaching (UCET). During the member's three-year term on the UCET Board, the Distinguished Teaching Scholar will assist UCET in developing educational programs and workshops for faculty and graduate students. An honorarium of \$5,000 per year (total of \$15,000) will be awarded to each Scholar while serving as an Advisory Board member. These funds can be used as an unrestricted overhead account.

When members cycle off the Advisory Board, they will retain the title of Distinguished Teaching Scholar and continue to be part of the Academy. Academy members will be called on periodically to advise the Provost, Associate Dean of the Graduate School, and Director of UCET on academic initiatives.

A plaque with the names of the Scholars will be displayed outside of the Provost's Office as well as UCET's.

Nominations for deserving faculty members of the Academy is strongly encouraged. Candidates may also self-nominate. The nomination form can be found at [www.aa.ufl.edu/academy.htm](http://www.aa.ufl.edu/academy.htm). Please note the deadline for submitting a packet is November 19th. A packet should include:

- A two-page, double-spaced description of how you integrate your research into your classroom teaching and steps you have taken to enhance your instructional activities;
- An updated curriculum vitae that particularly highlights your teaching and research accomplishments and recognitions;
- A letter of support from your chair;
- Copies of your student evaluations for the past five years;
- And copies of your course syllabi for the past five years.

This program will serve to highlight and strengthen the quality of undergraduate and graduate education at the University of Florida. Please send the packet to UCET (109 Rolfs Hall) and address any questions to Dr. David Bloomquist, UCET Director, 846-1574, [davidb@ucet.ufl.edu](mailto:davidb@ucet.ufl.edu).