**This template is provided as guidance in assisting committees to satisfy the reporting requirements found in Faculty Senate Bylaws, Article III, Section 2. Please note the following applicable provisions:**

***The Chair of each Faculty Senate Committee shall report at least once each semester to the chair of the Executive Committee regarding the business conducted by the Faculty Senate Committee….***

***It shall be the responsibility of committee chairs to monitor their committee membership’s status and any vacancies (whether occurring by repeated absence, leave of absence, resignation or retirement), and promptly report any occurring vacancies to the Senate leadership.***

**Email completed reports to** **facultysenate@unt.edu****.**

**\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\***

***Report to the Faculty Senate Executive Committee* Date:**  5/9/2021

**“x” or circle:**   **Mid-year report x**  **Year-end report**

**Committee Name**: Teaching Fellow/Teaching Assistants

**Chair or Co-Chairs:** Daniel Cook

**Meetings for the term/year:** we have operated exclusively via email and Teams with no synchronous meetings throughout the year

**Membership and Attendance** (year-to-date attendance record):

**[These column and row titles may vary based upon the nature of the committee composition amend as needed.]**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Group Represented, committee office, if applicable** | **Name** | **Department or administrative unit affiliation** | **Term End****(if applicable)** | **Meetings Attended** | **Meetings Absent (# Excused)** |
| Chair | Daniel Cook |  |  |  |  |
| Co-chair |  |  |  |  |  |
| Secretary |  |  |  |  |  |
| Group I | Hae Jin Gam | ADES | 2022 |  |  |
| Group II | Oksana Zavalina | IS | 2022 |  |  |
| Group III | Pieter Allaart | MATH | 2021 |  |  |
| Group IV | Yu Kelly Shi | DPA | 2021 |  |  |
| Group V | Valarie Bell | ITDS | 2022 |  |  |
| Group VI | Cindy Watson | TNTX | 2023 |  |  |
| Group VII | David Hoeinghaus | BIOL | 2020 |  |  |
| Group VIII | Daniel Cook | MUCE | 2022 |  |  |
| At-large |  |  |  |  |  |

**Accomplishments (including items submitted for review or approval to the Executive Committee or Faculty Senate):** Our committee evaluated 44 TF and TA applications for recognition. Applications were thoroughly reviewed and included letters of application, philosophical teaching statements, recommendation letters, SPOT evaluations, and required application paperwork. We selected three TFs and one TA to be recognized. We arrived at the conclusion that we should attempt, as possible, to award in different departments, and to explicitly save at least one award for TAs.

**Ongoing/future projects:** We have made modifications from previous years to allow for more clarity, transparency, and (hopefully) ease of the application process. With the awards process finished this year, I have been communicating with the committee on continuing to solidify guidelines to make this as user friendly as possible for nominees and evaluators alike.

**Do your committee charges remain relevant? If not, what changes to the charges do you propose (the Executive Committee establishes charges for each standing committee and may amend them as needed)?**

Our two primary charges are the creation of the rubric and criterion for application and then the actual assessment and deliberation of said criteria. When I stepped into this committee last year, there were remnants of discussion of creating best practice teaching resources for our TA/TFs, but after earnestly trying to do so and consider how this is being done at UNT already, I found my efforts to be at best superfluous (there are already so many great resources, and each Division operates so very differently it’s not fruitful for us to try to bolster what excellent work is already being done in this capacity). Thus, I think our primary charge of governing these awards to be sufficient and significant in and of themselves.

**What are the reasons why this committee should continue as a standing committee for the Faculty Senate?**

While the fall is relatively quiet for us, the evaluation of these applications in the spring is very time consuming to do thoroughly. Simultaneously, the recognition of outstanding teaching fellows/assistants should be a key mission of the institution, especially considering how reliant many departments/Divisions are on TA/TF help. (The critical assistance provided by graduate students was one of the key takeaways from the many recommendation letters). Thus, a standing committee continuing its role seems sensible as we continue to fulfill this need.