

## **Instruction Committee Meeting September 4, 2019**

Members Present: Jean Amaral, Sharon Brickman, Andres Colapinto, Jennifer Longley, Catarina Mata, Michael McGee, Lisa H. Rose, Rifat Salam, Nicholas Smith, Kibrewossen Tesfagiorgis

1. The meeting convened in room N 790 at 2:05pm.
2. Convener was Professor Andres Colapinto
3. Officers were elected (Professors Andres Colapinto – Chairperson and liaison to the Executive Committee, and Sharon Brickman – Secretary). Motions for both candidates were unanimously approved.
4. Reviewed the 2018/2019 academic year Instruction Committee report to identify any open issues that the current committee would like to put its focus on. Additionally discussed other new issues that the committee would like to focus on.
  - Peer Observations of E-learning Classes: A suggested format for Peer Observations for E-learning Classes was developed by the prior year committee. The current committee will approve those policies and then disseminate them to various department chairs inviting them to use the policies in the current semester as a pilot. After the pilot, the committee will seek feedback from participants, make revisions, and hopefully roll out college wide by the next semester.
  - Student Evaluations of Teaching: Much work was done by the prior year committee on researching whether the current model is an effective measure of instruction and student learning. Research was also reviewed on student evaluation bias based on race, gender and ethnicity of the instructor. The prior year committee brainstormed on ways to substantively change to a new system for Student Evaluations of Teaching that would be valuable to both faculty and students. The current committee discussed continuing in that process so that a pilot can be introduced in the Spring 2020 semester. Agreed to reach out to the members of the ad hoc committee that assisted in this process in the prior year to continue their work in this area in the current year.
  - Peer Observations of Faculty: Discussed developing new guidelines for peer observations across departments at the college. Also discussed trying to change the culture surrounding the observation process so that it is seen as a positive way to improve teaching as opposed to being seen as punitive. We agreed to reach out to department chairs to collect any guidelines and/or forms they may use for peer observation, as a first step to reviewing current practices at BMCC.
  - How external factors affect instruction: Voiced concern that budgetary cuts and cost saving measures have a measurable negative impact inside the classroom.

The committee discussed identifying examples of these factors through observation and surveying faculty on their experiences so that this information can be presented to the administration for serious consideration.

- Ongoing communication with E-learning and Digital Education Council: Discussed the Council's new bylaws, which require representation from all academic departments, and a faculty co-chair who serves as liaison to the Instruction Committee (for a two-year term). Lisa Rose will continue in this role for this year.

5. Adjournment at 3:45pm

Respectfully Submitted,  
Sharon Brickman, Accounting Department  
Secretary