

Committee on Teaching and Learning (CoTL)
Annual Report
2024-2025 Academic year

Committee Membership

Lumina Albert (Chair, COB), Shawn Archibeque (co-chair, COAS), Robin Rothfeder (co-chair, WCNR), Sean Bryan (NTTF), John Michael (CVMBS), Dan Baker (COE), Michelle LeRoy (CHHS), Deborah Garrity (CNS), Maite Correa (CLA), Rob Sica (CSU Libraries), Susan James (VPFA, *ex officio*), Jody Donovan (Dean of Students, *ex officio*), Sue Doe (TILT Director, *ex officio*), Katie Rischeill (Registrar's Office, *ex officio*) Chigozie Ozor, Director of Academics (ASCSU), TBD (VPUA, *ex officio*), Samir Bhattarai (Graduate Student Council)

Meeting times and duration

Meetings occur every other Monday evening for one hour.

Major CoTL Activities:

1. Faculty manual language change motion regarding course survey use and access submitted and passed by faculty council

CoTL had been requested to consider suggestions for changes to the faculty manual language about granting access to course survey summaries to anyone with a CSU eID. The particular [faculty manual language](#) that we focused on was in [Section I. 8](#). We had discussed that we don't have the systems and resources to make these summaries available to everyone with a CSU eID. Also, ACSU no longer pays for the course surveys as used to be the case before. Therefore, there was a need to change this language in the manual. CoTL reviewed this language, discussed the idea of editing this language, and voted unanimously to submit a motion for language change. Here is the link to the faculty manual section I.8: <https://facultycouncil.colostate.edu/faculty-manual-section-i/#I.8> This motion was presented to faculty council and unanimously passed.

2. Conversations on Absence Letters -Jennifer Van Norman, Director of Student Case Management

Jennifer Van Norman sought feedback and engaged in conversations with CoTL about the shift in absence letters for faculty.

3. CoTL representation on the Learning Analytics Steering Committee- Desiree Bautista, Director of Academic Technology

Desiree is assisting with leading the learning analytics initiative as part of the CSU System SCALED. The charge for the SCALED grant related to learning analytics is to explore, select, and implement a learning analytics tool that aligns with the SCALED grant's mission of closing equity gaps for first-generation, limited income, and minoritized students at CSU Fort Collins, CSU Pueblo, and CSU Global. They were seeking an interested faculty member from CoTL who would be willing to serve on the Learning Analytics Steering Committee to assist in the select and recommendation of a learning analytics tool.

4. Discussions about the need for a policy on course syllabi:

There are faculty who don't have syllabi, learning objectives, grading policies, and/or assignments in their courses. This can lead to confusion, frustration, and grade inflation. Sue Doe mentioned that this topic has been brought up before and there have been multiple questions about why a syllabus is not required. We need a policy on syllabi. Sue James indicated that she would follow up with the School of Education and the Department Chair to ensure this is enforceable. There is some language in the manual that course expectations need to be communicated.

5. TILT Community of Practice on AI by Sue Doe

Sue mentioned that it would be helpful for CoTL to be involved in discussions, recommendations, guidance, and asking questions on topics that the Community of Practice on AI was being involved with. CoTL could formulate central questions germane to teaching and learning, be attentive to issues in classrooms, and ask questions even if we don't have the answers. Our questions might focus on topics such as policies, products, strategies etc. on critical topics such as academic integrity and AI.

6. Course Surveys remain an important topic for continued discussion

COTL would like to continue discussions on the course survey in the next academic year.

New leadership for the coming year 2025-2026

Lumina Albert would like to transition out from the role of chair and continue serving as a member of CoTL. Deborah Garrity was unanimously elected to continue as Chair for the upcoming year.
