



California Polytechnic State University
San Luis Obispo, CA 93407

Architecture Department
(805) 756-1316
architecture@calpoly.edu

13 December 2011

To: Academic Senate

From: Michael Lucas, Professor of Architecture
Chair, Distinguished Teaching Award Committee, 2011-2012

Re: Report for Fall Quarter, 2011
Distinguished Teaching Awards Committee of the Academic Senate

While fall begins a new award review cycle, but the bulk of the committee's work happens in selection of finalists and class visitations Winter quarter and further class visitations and award deliberations Spring quarter. Committee Chair Michael Lucas conferred with Academic Senate Administrative Assistant Gladys Gregory on solicitation calendar, announcement texts and media for solicitations in October.

The committee met once during fall quarter, on October 18, 2011. The meeting included all of the committee members with the exception of one ASI representative. Committee members were introduced and the mandate of the committee were reviewed and discussed. The members reviewed the DTA process, and calendar as proposed for the 2011-2012 academic year. The committee also discussed the basic norms by which the committee would operate during the year. The committee reviewed the breadth of communications to disseminate notice of solicitations for the award. A commitment adapted by the committee for the 2011-12 cycle included a paperless work flow [all communications, nominations, faculty teaching overview and class syllabi, and finalist support information will be digital files]. There was agreement to attempt to get an article on the award for students to become more aware published in the Mustang Daily.

Committee Chair Lucas and Academic Senate Administrative Assistant Gladys Gregory subsequently collaborated to ensure that agreed venues and modes of promotion were implemented in an effective and timely manner. The Mustang Daily published an article on the award and award process on November 22, 2011 [<http://mustangdaily.net/annual-faculty-awards-welcome-nominations/>]. Nominations were received from students and alumni from November 1 through December 2. A total of 114 nominations were received, with nominations representing each college.

Committee members received the digital package of nominations from Gladys Gregory December 5. The committee members will review nomination materials during the break period and are scheduled to meet at a yet to be determined date during the first two weeks of winter quarter 2012 to select Finalists for the 2011-12 academic year award. The intensive process of class visitations will occur during the last six weeks of Winter quarter and the first five weeks of Spring quarter of 2012.