**TAPC meeting – 10/19/21**

In attendance: David Gilstrap, Scott Winterstein, Dave Howe, Laura Bix,

Deanne Kelleher, Shashank Neralla, Sinem Mollaoglu, Jackie Jacobs, Vincenzina Caputo

**Old Business:**

1. Tip sheet review for P&T & Teaching evaluation

Q: how to disseminate ?

Need to discuss this with P&T committee first

Teaching toolkit – remind people about the toolkit to work with comm to put this into a place that’s easier to find; perhaps similar location to where the syllabus is located

Perhaps on the college webpage, a link to a faculty tip page. Will contact Beth B. to make more searchable

“Teaching faculty resources landing page.” Syllabus language, tip sheet, toolkit, links to MSU IT supported, where to get help, keep teaching at MSU <https://teachingessentials.msu.edu/>

Action items: Deanne: will mock up some ideas, and share with the committee. We’ll review for next meeting

Educators Empowering Student Success Group (EESSG); webpage to help direct faculty in a shared site

<https://iteach.msu.edu/pathways/285/playlist>

1. Graduate student mentor evaluations: draft was distributed to FW & Packaging – need to follow up for comments

**New Business:**

1. Mentoring in hiring and evaluation. Scott put together a few questions to distribute to departments – namely, do you evaluate in annual review and if so, how? And, do you evaluate this during the hiring process, and how?

Discussion about use of open-ended questions for this survey vs. time commitment or willingness to answer fully

Some discussion about how mentoring is evaluated overall, and the degree of effort between types of graduate students (MS plan A, B, or coursework, PhD).

* Not just evaluation, but time; if you’re mentoring a certain number of students, then you should have that time accounted for in your appointment
* How can we systematically implement best practices and reward excellence in mentoring

Action steps: initial data gathering - re-wording the questions, adding in how do we look at time, load and type of student; hopefully move forward in Nov. meeting

Some discussion around the mode of how to collect the data:

Interviews with chairs, Qualtrics/radio checkbox for hiring process/annual review

Perhaps a ‘focus group’ of the chairs would be preferable from a time input/content output perspective