

Advocates for Scholarly Teaching
January 29, 2013
11:00 a.m. – 12:00 p.m.

Members present: Heejung Chun, Joan Crowley (Jody), Robert Duran, Paula Johnson, Linda Lacey, Teresa Leon, and Shelly Stovall

Guest: Kelley Coffeen

Members absent: Paul Andersen, Sharon Bartley, James Rice, Dale Spencer, and Benjamin Taylor

Staff present: Valerie Stuart

1. **Greetings.**
2. **Approval of Minutes:** The minutes from the November 8, 2012 meeting were approved.
3. **Introduction:** Shelly introduced Kelley Coffeen, graduate assistant, to the committee. Kelley will be helping with the Peer Review Network process.
4. **Peer Review Network (PRN) – Teaching Academy Events:** Shelly announced the Peer Review Network Workshops will take place on:
 - Tuesday, February 5, 10:30 a.m.-12:00 p.m., and
 - Thursday, February 7, 3:00 p.m.-4:30 p.m.Demonstration of how to connect the peer review network with Digital Measures will be presented by Jody (February 5) and Heejung (February 7).
5. **Peer Review Network Workshop Materials/Outline:** Shelly provided copies of instructional handouts for the PRN Workshops for members to review: a) ALPHA Pilot document (Spring implementation), b) BETA Pilot document (Fall implementation), c) NMSU PRN Introduction document for submitters, and d) NMSU PRN document for PRN reviewers.

The PRN Workshop will include handouts, a PowerPoint presentation that highlights key points, Digital Measures/PRN connection demonstration, questions/ comments/suggestions session, and participant sign-up period.

Kelley will administer PRN participation via a CANVAS course. Participants will be invited to join the class to conduct classroom practice submittals, reviews, and feedbacks. All instructional documentation will be posted on CANVAS.

Suggestions were made to add an evaluation component to the process. Data from the evaluations will help determine any problem areas that need attention, what procedures work well, and if reviewer's feedback was valuable and useful. It was again emphasized that participation will be a great tool for Digital Measures and Promotion & Tenure portfolios.

6. **Next Meeting:** The next meeting will be scheduled via a Doodle invite.