**AGENDA**  
Excellence in Teaching Committee  
March 3, 2017 at 2:00 p.m.  
Center for Regional Engagement

**Roll Call**

Edna Schack, EDU¹  
Mesghena Yasin, BUS¹  
Karen Taylor, Distinguished Teacher²  
Janelle Hare, S&T¹  
Itza Zavala-Garrett, HUM  
Stacy Baker, Distinguished Creative Production*¹  
Jennifer Little, Library  
Janet McCoy, CLPD Director/Chair  
David Eisenhour, Distinguished Researcher*  

¹ Unable to attend—emailed recommendation regarding the request for an Educational Leave of Absence to Chair  
² Unable to attend—on sabbatical/out of country  
*Only required to participate and vote when applications for sabbaticals and educational leaves are reviewed.

**Meeting Called to Order**

Janet McCoy, Chair, called the meeting to order at 2:00 p.m.

**ORDER OF THE DAY**

**Educational Leave of Absence**

Those present discussed the one application for an Educational Leave of Absence. The Chair shared a handout with the comments and votes regarding this matter from Stacy Baker, Janelle Hare, Edna Schack, and Mesghena Yasin. A final vote was take and the results were:

- 6 to support the leave  
- 1 person absent/sabbatical  
- 1 not to support the leave  
- Chair, only votes to break a tie

The committee asked the chair to relay their concerns to Dr. Ralston regarding the following: (1) importance of the two-year commitment to MSU after an educational leave has been completed—would have liked a stronger statement in the application packet on this matter; and (2) committee’s preference to have application packets organized as suggested in the PowerPoint based on PAc-17 at: [http://www.moreheadstate.edu/Leadership/Center-for-Leadership-and-Professional-Development/Sabbatical-Leave-of-Absence](http://www.moreheadstate.edu/Leadership/Center-for-Leadership-and-Professional-Development/Sabbatical-Leave-of-Absence)

**OTHER BUSINESS**

**NOTE:** Those in attendance could only discuss but not vote since there were not enough members present for a quorum.

**Distinguished Teacher Award (DTA)**

- **TASK COMPLETE:** All cloisonné pins have been delivered to the 2016 DTA nominees.  
- Those present updated the committee on their classroom observations for the 2017 DTA.  
- **ACTION ITEMS – All Committee Members**  
  - Jennifer Little suggested committee members *write a thank you note* to each nominee after the observation. It is a nice touch recognizing the hospitality of being a guest in the classroom.  
  - Janet McCoy reminded everyone their *classroom observations* need to be *completed by Friday, April 21.*

**Adjournment**

The Chair adjourned the meeting at 2:40 p.m. She will send a *poll* to members to identify a meeting date/time to discuss and recommend the 2017 DTA award recipient to the Provost.