

Faculty Development, Assessment and Improvement Committee
Minutes 9-13-18
Draft submitted by Karen Jensen

- I. Meeting called to order by Nathan Belz at 11:03 am.
- II. Present: Sarah Stanley, Nathan Belz, Mike Castellini, Karen Jensen, Sean Topkok, Meryem Udden, Sarah Lewis, Gabe Dunham, Madara Mason, Karina Gonzales
Members not present: Franz Meyer, Kim McGinnis

Technology note: if group continues to meet in Bunnell 145, and wants to display the Zoom meeting on the screen, this email address must be invited to the meeting:

uaf-elearning-design@alaska.edu

- III. New Business
 - A. Review themes

Group discussed themes on “[FDAl Topics/Themes to Consider in AY2108\[sic\]-2019](#)”

In discussion they were listed as:

- Advising
- Workshops
- Slack
- Blue
- Satellite faculty
- Social and faculty learning communities
- Mentoring
- Profiles

Nathan suggested prioritizing the themes. After much discussion it was concluded that each member should rank them as to priority and to their willingness to take them on as a project for the year, adding their comments to the Google document.

Another topic/theme was added: **Quick and Solvable**, including

- improving the P&T process by sharing fillable pdfs for electronic submission
- committee should come up with “best practices” for the 4th year review committee, based on problems there
- promote better communication with faculty about what workshops are being offered by creating a common faculty development calendar that

includes other relevant campus calendars, and creating a sign up spreadsheet that would track faculty attendance for later reporting purposes (Faculty 180). Madara will do this.

Advising was discussed. Sarah will invite Ginny Kinne to an upcoming FDAI meeting to discuss advising training.

In discussion about **Workshops**, Madara stated that E-learning was revisiting which of their sessions to schedule for the coming year. Of the 88 sessions scheduled last year at E-learning, only half got attendance and attendance at many was low. She said for this year they will scale back and they also want to re-brand the workshops as cosponsored by E-learning and the Faculty Development Team. The group was asked for their ideas on how to determine what workshops are essential and which ones faculty might want.

Blue was discussed, including the following:

- Consider creation of exit interviews using Blue; Jessica Skipper has experience and ideas on this.
- Add questions about student advising to Blue? When would this be administered?
- Reconsider Blue evals timeline; Sarah will invite a student who has complained about this to the next FDAI meeting.
- A faculty member was concerned about gender bias in evaluations. Possibly invite this faculty member to the next meeting as well, for a general discussion of Blue.
- Discuss the influence of incentives on bias, as some instructors are implementing Blue in their classes. Concern about [Code of ethics for teachers in Alaska](#) (State Law).

Insufficient time to discuss all the other themes/topics. Possible action items for other themes/topics are being added to the document, rather than being summarized here.

- B. Report on faculty orientation - Sarah and Madara discussed how faculty orientation went. 12 new faculty attended of 21 possible; apparently two were missed in the invitation. Content seemed well-received, and they plan to do it this way again next year. Sarah suggested doing 2 faculty development retreat days next year before school begins, including all faculty.
- C. Old faculty development materials from Joy's office (books, videos, etc.) - Discussed possible places to store materials. Discussed that there isn't really a dedicated faculty space for casual meetings, events, etc. No "faculty club." This

might be something to add to the Campus Master Plan. For the materials for now, most of which are outdated, Karen will weed, add some to the library collection, and offer some to the E-learning team (pedagogy).

IV. Announcements

- A. October 8th is Indigenous People's Day, even at Troth Yedda Park starting at 10am.
- B. Next meeting will be on Thursday, October 11th, 11am, probably Bunnell 145 if available. Primary topic will be Blue with guest speakers.

V. Meeting adjourned at 12:10pm.

Summary of action items:

1. Group members to add their priorities and willingness to take on projects to the Themes and Topics document
2. Sarah to invite guests for next meeting - student and faculty member with complaints about Blue
3. Madara to create calendar and tracking system for workshops
4. Someone ? to attend Campus Master Plan event and suggest a space for faculty
5. Old faculty development materials - Karen will weed, distribute or add to library collection