

UAF Faculty Development, Assessment and Improvement Committee
Meeting Minutes
January 23, 2014

I. Franz Meyer called the meeting to order at 4:02 pm.

II. Roll call:

Present: Mike Davis, Cindy Fabbri, David Fazzino, Andrea Ferrante, Kelly Houlton, Eric Madsen, Trina Mamoon, Madara Mason (guest from eLearning and Distance Education), Franz Meyer, Channon Price, Leslie Shallcross, Amy Vinlove

Excused: Joy Morrison

Absent: Bill Barnes, Mike Castellini

III. News and Notes

a. Discussion on review committee appointment procedures

Franz reported that due to time constraints, the topic was tabled at the last Administrative Committee meeting but that it would be discussed at their meeting tomorrow.

b. Mission statement

Franz has submitted our mission statement to Faculty Senate but has heard nothing back yet.

c. Possible name change for FDAI

Franz will reopen the discussion via email and requested that we all weigh in with our thoughts.

IV. Faculty Development Activities at eLearning & Distance Education

Madara Mason, invited guest, gave our committee some background on herself and what faculty development opportunities are available from eLearning and Distance Education. She explained that she works with Instructional Designers and that her team has a lot of experience with curriculum development, both with face-to-face and online classes. There is a Blackboard specialist available, and they can offer help for faculty creating video or audio files.

Their largest faculty development effort is iTeach. It is offered about three times per year as a 4- or 5-day class for eight hours a day. In it, they cover such things as Blackboard, Word Press, Google Apps, and creating classes from the ground up. Separate from their iTeach class, they have a website, iteachu.uaf.edu, which offers a lot of information that people from all over are using, not just UA faculty. The next iTeach is March 7, 10, 12, and 15 from 8:00 am to 5:00 pm each day. There is also one scheduled for May the week

of the 19th – 23rd. There is an application process due to the fact that they can only take 18 people, but she reported that they are also doing some specialized iTeach presentations for departments wanting to set up more online classes.

Madara reminded us that they offer three hours of instructional course design for UA faculty for free. Anyone can email or call her to schedule a meeting with an Instructional Designer. Her team is also responsible for the weekly Teaching Tips and Blackboard Collaborate. Four times per semester they offer a Teaching Tips Live session. She will be presenting one soon on Google Apps.

Franz asked how eLearning and Distance Education are coordinating their efforts with the Office of Faculty Development. Madara explained that she tries to keep Joy informed of her schedule and vice versa, and said that Joy helps them get the word out to faculty on what eLearning has to offer.

Franz asked if most of their work is directed toward technique and using technologies. Madara reported that they do focus on pedagogy and backwards design by helping faculty hone-in on their “big idea”. Franz asked how we can improve communication between eLearning and the FDAI committee. Kelly remarked that it seemed Joy was the connection between the two. Madara responded that while that is true, it is difficult to keep up with one another due to their busy schedules, so she relies a lot on hearing directly from faculty. Franz asked that Madara think about how our committee can help her.

V. Discussion on Electronic Course Evaluation Review Report

After a brief recap of what has been done so far, Franz informed us that he and Eric are currently writing up the Review Report. They would like to run it by our committee to review the recommendations put forth therein before submitting it to Faculty Senate. There will be two main pieces: 1) results of the working group; and 2) suggestions about implementing the recommendations. The final report will be submitted to Faculty Senate through the FDAI committee. Franz explained that this report will be more specific than last year's in that a recommendation will be made that UAF switch to a hybrid paper/online course evaluation system. He asked that when committee members scrutinize the report that we look to make sure all justifications of the recommendations are clear. Since the report will need to be completed by the end of February, the discussion will have to take place online. Eric stated that in addition to himself, Franz, Kelly and Andrea, other faculty, staff and administrators have joined in and been involved. Franz noted that the decision by the group was *really* clear. Eric said that all that is left to do is a cost proposal – this was not a consideration since cost should not drive the decision. Franz requested that any committee members that have suggestions about how to facilitate the online discussion should please let him know. There is a possibility that an audio-conference could be arranged.

VI. Other Business

Franz told us that Joy (who will return in February) asked us to provide her with some input regarding the “Speed Dating” model for helping researchers connect and collaborate. CP questioned whether people could really explain their research in 2 – 5 minutes. There was also some discussion on the name: does it sound too superficial? Due to time constraints we agreed to discuss it further at our next meeting.

VII. Upcoming events

a. Scheduling remaining FDAI meetings

We agreed upon the following dates – all Thursdays from 4:00 – 5:00 pm:

February 20, March 27, and April 24

IX. Adjourned at 5:02 pm.

Respectfully submitted by Kelly Houlton.