UAF Faculty Development, Assessment and Improvement Committee
Meeting Minutes
January 29, 2013

I. Franz Meyer called the meeting to order at 11:14 am.

II. Roll call:

Present: Stephen Brown, Mike Castellini, Cindy Fabbri, David Fazzino, Andrea Ferrante, Kelly Houlton, Eric Madsen, Franz Meyer, Amy Vinlove
Excused: Izetta Chambers, Trina Mamoon, Joy Morrison

III. Report from Joy

We will hear Joy's updates at our next meeting in February as she is just travelling back to Fairbanks.

IV. Progress on analysis of electronic student evaluation options for UAF

Franz, Andrea, Kelly, and Eric have attended our first two demos along with a few others from OIT and faculty teaching distance courses. The information presented from the two vendors so far has been pretty similar, and so we discussed discerning true superiority of product versus superiority of the presenter. We discussed the suggested rating chart that Eric had emailed out to committee members last semester. While it is not intended to be a formal rating rubric, it does assist us in focusing on gleaning as much consistent information as possible from the various vendors.

A few suggestions that we discussed were perhaps choosing 3 – 4 vendors after the last demo in late March to look into next year in more comparative detail, and hosting a forum for the demo participants to summarize the overall impression of electronic student evaluations. It was suggested that at some point we need to have a more comprehensive forum to include students in the discussion. Franz boiled it down to two questions: 1) Should the university switch to electronic evaluations; and 2) if so, which one? The major concern is still the same as the last time the FDAI committee examined this issue: low response rates. Internet connectivity for classes taught out in the field is another issue (e.g. students cannot access the internet until returning home after the class is over so they may not actually do the course evaluation.) Some courses may still need to utilize paper-and-pencil evaluations even if the university switches to electronic. This is one of the questions we will be looking at as we view the product demos. While small grade incentives could be offered to students to encourage participation in electronic evaluations, many faculty members are not comfortable with this. The vendors we have seen demos from so far use a system of multiple emails for students that have not yet responded to the electronic evaluations. Both vendors also note that it needs to be made as visible as possible to students.

It was suggested that a few courses do a trial run to help in the decision, but Franz noted that consistency is a difficulty when running a trial. Mike suggested that the Psychology Department and the SOE design a study that would generate some data for us. Franz reminded us that we are also free to contact previous vendors with any questions that we might forget to ask. The last demo is in late March so our committee will have time to create a report for Faculty Senate. Franz will prepare a short update to be read to the Faculty Senate by Eric (as Franz has to leave early) so they are aware of the upcoming demos and what FDAI is working on.

V. Other Business

Mike reminded us that February is SFOS Faculty Development month. He will give a report on how it goes at our next meeting, noting that he is really encouraging his faculty, directors and department chairs to take advantage of the development opportunities.

VI. Upcoming events:

Faculty Senate Meeting: Monday, February 4, 2013. This is a joint meeting of all the UA Faculty Senates, followed by the Chancellor's reception.

VII. Next FDAI Meeting: Tuesday, February 26, 2013 from 11:00 am to 12:00 pm.

VIII. Adjourned at 11:56 am.

Respectfully submitted by Kelly Houlton.