FACULTY DEVELOPMENT & EDUCATION COMMITTEE

MINUTES

Wednesday, January 19, 2011

TIME: 11:00-12:00

Location: Library Conference Room, Room 233

Members present: Angela Harkins (Chair), Emily Smith, Vishnu Vinekar, Jessica Davis, Joel Goldfield, Meredith Kazer (Scribe), Bill Abbott, Aaron Perkus

Ex Officio: Mary Frances Malone, Tracy Immerso, Roben Torosyan, Jay Rozgonyi

Special invited guest: Rev. Paul Fitzgerald, SJ

The meeting was called to order by Angela at 11:03 AM. Minutes from December 1, 2010 were reviewed and approved with minor editorial changes. Bill moved to approve, Vishnu accepted.

The IDEA Timeline report for spring 2011 was briefly discussed and tabled until the next meeting. Agenda items including: final review of memo concerning 2 motions proposed about IDEA to FDEC concerning the use/restriction of data, and peer review of teaching (Bill, Vishnu, Emily) will also be discussed at the February meeting.

The meeting schedule for the semester was reviewed and is as follows:

- Wed, Feb 9 Location TBA
- Wed, Mar 2 Library Conference Room
- Wed, Mar 30 Library Conference Room (IDEA meeting)
- Wed, Apr 13 Location TBA
- Wed, May 4 Library Conference Room

Meredith distributed evaluations from the Dec 2 Student Engagement day. Overall, the evaluations were very positive. The spring 2011 Faculty development day will be held in collaboration with Cinthia Gannett. Speaker: Rebecca Howard. The date is to be determined.

Gisela Gil-Egui has proposed a possible Faculty Development day topic on publishing in “Open Source Journals”. Members felt the need to focus on IDEA or consider a broader program that might appeal to a larger cohort of faculty. It may be necessary to postpone this topic until another date. This will be discussed further at Feb 9 meeting, when Gisela will be present.

Paul Fitzgerald, SJ led a discussion of 2 motions related to IDEA. He reported that many faculty filled in the bubbles incorrectly on the IDEA form and much administrative time has been spent in correcting this. Only 3% of faculty used the IDEA form online;
most of these courses had 80% response rate from students. It is unlikely that we will get to 97%, but the goal is to strive in this direction, especially for tenured faculty. Ideas to move the evaluation online include: 1) use of classrooms with computers; 2) faculty trading classrooms to facilitate this 3) reschedule class for a computer room in the library; 4) have students use laptops or have university supply laptops for one class (pilot testing may need to be done for this). A master list is available of all classrooms that can be reserved for this process. Students are reminded to complete the form every three days until complete. Discussion continued regarding when the evaluation should be completed. The general understanding is that the evaluation should not be completed until close to the end of the course. Discussion continued regarding whether to make the online evaluation the default. A decision needs to be made by week 7 of the semester. Until then, faculty will be provided with the information on resources available to conduct online evaluations. Students are also complaining about also having to complete the yellow forms, as they believe the questions are redundant. Bill reported that the academic council believes they would like to see qualitative responses from the students, but this can also be done with the online form. Tracey confirmed that this can be done.

Paul also asked the FDEC to consider a policy that would modify the journal of record. The suggested policy would require departments and schools to release data in aggregate form to University administration for the purpose of analyzing student learning patterns and teaching effectiveness. This is currently in practice, but has not been policy. Parameters for such release of data would include de-identification of faculty to protect identity. An option for opting-out was discussed. The issue will be discussed further at the next meeting.

The meeting was adjourned at 12:00 Noon.

Respectfully Submitted by Meredith Kazer