Faculty Development & Evaluation (FDEC) Meeting Minutes (DRAFT)
Wednesday, April 1, 2015 1:30-3:00pm
CNS 108

Present: Eileen O'Shea (Chair & Scribe), Carol Ann Davis, Christine Seigel, Cinthia Gannett, Amalia Rusu, Ying Zhang

Regrets: Deborah Edelman on leave

Invited Guest: Suzanna Klaf; Tracy Immerso; Bob Hannafin (GSEAP re: FDEC Spring Event – keynote presentation)

AGENDA ITEMS
• Approval of Minutes
• FUSA Survey Questionnaire Update
• Online IDEA Rollout/Updates
• Other

Meeting called to order: 1:35pm
1. Minutes: Committee unanimously approved minutes from 03.04.15.


   A dynamic discussion ensued about the main presentation for the Spring FDEC Day. The committee agreed to frame the workshop around the following questions: As faculty how do we foster student to student learning; student to content interaction; and student to instructor interaction? How can faculty best utilize technology to assist teaching/learning in meeting course goals?

   Bob will present meta analysis data to debunk myths surrounding the use of technology in the classroom. Topics may include: “the flipped classroom.”

   Cinthia expressed concern that present day students do not always read ahead of class, thus they are not prepared for interaction....historically, this was not the case.

   Amalia questioned which type of courses are more suited to an online format and asked Bob to present the research to support online course work.

   Bob agreed to present both sides, face to face versus online pedagogical approaches.

   Carol Ann added that faculty should begin by considering what the goals of the class are first and foremost, and then think about the use of technology to support meeting the course goals. She further commented that technology should not drive the delivery and pedagogy.
Next, the committee reviewed the title and description of the Workshop. E. O’Shea reviewed the outline for the content of the Workshop, as developed by the working group: K. Nantz, S. Klaf, E. O’Shea, & J. Rozgonyi. FDEC Committee members were invited to attend future planning meetings, if interested. S. Klaf agreed for the CAE to advertise the Workshop, and reminded the committee to encourage faculty within departments to register via the CAE website. C. Siegel reported that she booked the Oak room, and food will be ordered.

T. Immerso & C. Siegel: Academic Affairs will sponsor an iPad raffle to enhance faculty participation.

2. FUSA Survey Questionnaire Update
C. Gannett, E. O’Shea, and C. Siegel met with FUSA students to explore the development of new FUSA Survey questions. FUSA students agreed to conduct a review of the literature, regarding survey questionnaire development. Additionally, they plan to query other universities, to see if outside models would be of interest. FUSA Students to contact E. O’Shea (Chair) when ready to meet and further discuss.

3. Online IDEA Rollout/Updates
Provost Babington sent an email out to all Deans concerning the IDEA Online Best Practice Document. Deans were also made aware that FDEC faculty/staff would be willing to attend departmental meetings to inform faculty about the upcoming changes.

T. Immerso sent reminders about the move to online IDEA evaluation via faculty announcements; part time, full time and adjunct faculty were included. Tracy will circulate a hard copy of the “To do list” and “Best Practices” to all faculty mailboxes; operations assistants will help to distribute packets. With advance notice, iPads will be available for students to borrow to complete the online evaluation, (contact T. Immerso’s office). Tracy stated if anyone is aware of wireless issues in the classrooms, please contact help desk. ITS will increase faculty support, during IDEA Online evaluations.

4. S. Klaf: CAE has posted upcoming events on website; please encourage colleagues to register.

Meeting adjourned 2:50pm.

Respectfully submitted,

Eileen O’Shea