

ADVISORY COUNCIL ON INSTRUCTIONAL EXCELLENCE

Andrew R. Blair, Chair

February 17, 2011

Minutes

Present: A. Blair (Chair), J. Brodsky, N. Day, J. Grabowski, M. Gubar, M. Redfern, M. Ripoll, M. Roberts, R. Venkataramanan, and C. Golden (Staff Liaison)

1. ***Approval of the Minutes (A. Blair):*** Dr. Blair asked for a motion from Council members for approval of the January 18, 2011 meeting minutes, which was offered, seconded, and accepted as written. The minutes will be posted to the ACIE website.

2. ***Report of the Chair and Preparation for Instructional Grants Proposal Review (A. Blair):*** Dr. Blair reported that 27 proposals have been submitted for the Innovation in Education Awards 2011. Several documents were distributed, including a list of the proposals received and the breakdown of proposals by school, noting that submissions came from various schools and regional campuses. CIDDE staff are reviewing the proposals for feasibility; and once this review is completed, proposals will be distributed to Council members for review. Dr. Blair outlined the review process that the Advisory Council members will follow during the Saturday, March 19 session (see handout). Council members as a group will make tentative recommendations for funded proposals at the end of the Saturday meeting. A follow-up meeting on Tuesday, March 22, will be held to take a look at budgets in accordance with the RFP and to finalize the recommended proposals for the Provost's approval. Once the Provost has approved the recommendations, all project directors will be informed of the outcome. It is expected that awards will be made by/about April 1 in accordance with what is stated in the *RFP*.

3. ***Reports of the Committee Chairs***
 - a. ***Best Practices (C. Golden for S. Deitrick, Chair):*** Ms. Golden reported that the committee met February 8. A guest speaker from the University of Maryland, who is involved in that institution's online student evaluations of faculty, was invited to address the group on a video hookup. She suggested that conducting a pilot presenting a new system would go a long way in achieving a successful program. The student response rate at Maryland, after introducing their online system, has been at 60 percent, which she attributed to the complexity of their review. It was interesting that when looking at classes with the highest response rate, the faculty discussed with students about the importance of these efforts. There were no incentives offered to students for participation. Maryland also launched a campaign to increase the student response rate. As a result of its survey and the in-person discussion, CIDDE now has a lot of data on this topic. Ms. Golden indicated that she and her staff will document what they have learned and will recommend a pilot using the same survey instrument that is currently in place. CIDDE will also look at faculty implications, specifically for faculty who are in the process of earning tenure.

 - b. ***Faculty Development (N. Day, Chair):*** At its recent meeting, the committee discussed the upcoming teaching symposium for the Summer Institutes. The topic

will be on motivation to learn, team teaching, tools and topics. They also discussed motivation and suggested several of the Pitt athletic coaches, or possibly a sports figure, be recruited to speak. At its next meeting, the committee will talk more about specifics and prepare a tentative schedule for Council's approval.

4. ***Report of the Staff Liaison (C. Golden):*** Ms. Golden reported that there are many things happening within CIDDE. (1) Planning for the Blackboard upgrade is underway, and Blackboard has launched a support site that contains instructional videos, links to resources, and other tools. Informational sessions will be scheduled during the month of April for faculty and other groups on campus to discuss the upgrade and to answer questions, and CIDDE will keep everyone up to date via frequent notifications (see CIDDE's website). (2) Eighteen (18) applications for the Faculty Diversity Seminar have been received, which is an increase over previous years. Professor Louis Gomez of the School of Education will give the keynote address. A Council member asked if the Provost has commented on the proposed reorganization of the seminar, to which Dr. Blair replied that he has spoken with her about it, but no formal response has yet been received. (3) CIDDE school liaisons have been sent information on the CIDDE Spring workshops. (4) The Faculty Instructional Development Lab (FIDL) will be reconfigured over the spring break. Once this is complete, Ms. Golden will schedule a tour for Council members. A public open house will also be held that will provide an opportunity to meet the staff as well as to see the space.
5. ***Adjournment:*** With no further business, the Advisory Council adjourned at 3:50 pm. The next regular Council meeting is scheduled for Friday, April 15, 11:00 am, 826 CL.