

ADVISORY COUNCIL ON INSTRUCTIONAL EXCELLENCE

Andrew R. Blair, Chair

May 12, 2011

Minutes

Present: A. Blair (Chair), N. Day, S. Engberg, J. Erlen, A. Godley, J. Grabowski, M. Gubar, M. Madison, J. McGrath, M. Redfern, M. Ripoll, 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 April 15, 2011 meeting minutes, which was offered, seconded, and approved. The minutes will be posted to the ACIE website.
- 2. Report of the Chair (A. Blair):*** Dr. Blair opened the meeting by noting that this is the final meeting of the Advisory Council for the academic year. He thanked all members for their service on Council and on the Council's committees and noted, in particular, the members whose terms are expiring: Nancy Day (Medicine), Sandra Engberg (Nursing), John McGrath (UPJ), Christina Newhill (Social Work), Marla Ripoll (Arts and Sciences), and Judy Erlen, (Nursing and co-chair, Senate Educational Policies Committee). He then distributed a set of updated demographics of the faculty who submitted proposals, as well as those who received funding, and statistics on the number of proposals submitted and funded. He noted that these numbers have remained steady over the past several years. The hand-out also included comments and suggestions from the debriefing of the review process conducted this year. Several of these suggestions regarding the program and the review process could be considered by Council next fall prior to the distribution of the *RFP 2012*.
- 3. Reports of the Committee Chairs***
 - a. Best Practices (C. Golden for S. Deitrick, Chair):*** Ms. Golden reported that additional changes have been made to the report on online student opinion of teaching system that was discussed at the April meeting. The Department of Chemistry has also agreed to participate in the pilot effort to be conducted during the upcoming fall term. The pilot will be conducted using the current system that OMET has in place for handling special requests and cases. Ms. Golden and OMET Director Nancy Reilly will coordinate the pilot study. Dr. Blair then asked members present for a motion to approve the report and its submission to the Provost; the motion was made, seconded, and approved unanimously.
 - b. Faculty Development Committee (N. Day, Chair):*** Prof. Day noted that the Committee did not meet in April. As outgoing Chair, she thanked members for their participation and input into planning for the various CIDDE and Council-sponsored seminars and workshops that were provided for faculty this past academic year. Ms. Golden added that the Committee will discuss what type of follow up would be appropriate in light of the School of Education's conference that dealt with motivating student learning, a topic that was originally planned for the Summer Instructional Development Institute. She also indicated that, at the request of the Committee, a draft report has been written requesting the continuation of the book and article discussions, a program that has received positive evaluations from faculty participants.

4. ***Report of the Staff Liaison (C. Golden):*** Ms. Golden reported on three ongoing activities: (1) The CourseWeb upgrade has now been completed; 400 summer courses are up and running. For fall, it is expected that 4,000 courses will be using the system. So far, there have been very few calls to the Help Desk for assistance, which she attributed partly to the preparation and training as well as a good communications strategy. Blackboard Mobile will be turned on in the near future, but no date has been announced and no problems are anticipated. The automated course creation feature should be available for testing in the fall term when a pilot effort will be conducted. (2) Summer activities are continuing, including a number of course consultations and technology consultations. Another speaker is scheduled for June 2 who will talk about technology and how it supports teaching. CIDDE is also beginning to plan for the fall book discussions, which will use Susan Ambrose's book, and they will also be thinking about the motivation workshop and the speakers for this event. (3) Ms. Golden noted that the May 12 issue of the University Times contains an article about online programs. There are 48 courses currently online, which is an 89% growth in one year according to a recent report, and she will circulate its executive summary to members.
5. ***Adjournment:*** With no further business, the Advisory Council adjourned at 1:00 pm.