

ADVISORY COUNCIL ON INSTRUCTIONAL EXCELLENCE

Andrew R. Blair, Chair

November 19, 2010

Minutes

Present: A. Blair (Chair), J. Brodsky, S. Deitrick, M. Druzdzel, J. Erlen, J. McGrath, M. Redfern, and C. Golden (CIDDE Liaison)

- 1. Approval of the Minutes (A. Blair):*** Dr. Blair asked for a motion from Council members for approval of the October 20, 2010 meeting minutes, which was offered, seconded, and accepted as written. The minutes will be posted to the ACIE website.
- 2. Report of the Chair (A. Blair):*** Dr. Blair reported that the RFP is out and in January, Council will discuss the proposal evaluation process in more depth. Ms. Golden noted that four proposal planning days have been scheduled—two in December and two in January. She will send Council members an email reminder of these dates so that they may inform and encourage colleagues to submit a proposal.
- 3. Reports of the Committee Chairs***
 - a. Faculty Development Committee (C. Golden for N. Day, Chair):*** Ms. Golden reported on the Committee's recent meeting during which three major items were discussed. (1) CIDDE workshops and presentations that are department/school-based, e.g., currently working with the Chemistry Department where the senior faculty are holding sessions for junior faculty offering and facilitating workshops. Faculty development efforts also include having CIDDE website function as a clearinghouse for events in individual schools and departments; proactively requesting information to get the word out. CIDDE would also record faculty guest lecturers that would comprise a library for broad campus access. Council members expressed an interest in this activity and cited examples of such efforts in their own area. (2) One of the new ideas for the Teaching Excellence Showcase—an online showcase of ACIE award winners—has been incorporated into a formal proposal, which was distributed to attending members. This site would feature the work of the ACIE award recipients in addition to a Powerpoint presentation and other project materials, providing a permanent link to the funded projects. The Committee also discussed placing historical data on this site. The aim is to make the site more dynamic than what is currently available online for the awards program, as well as a more standardized presentation of the funded projects. The next steps in this effort would be to finalize a proposal, design a template and a possible pilot demonstration for Council's review and discussion.
 - b. Best Practices Committee (S. Deitrick, Chair):*** The committee met and discussed its charge to review student evaluation of faculty procedures conducted by the Office of Measurement and Evaluation (OMET). Prof. Deitrick reported Ms. Reilly, Director of OMET, attended the meeting and gave an overview of OMET's evaluation procedures. Although there was some concern noted about the cost of a change to an online approach, the primary issue for this effort is moving from pencil and paper to an effective computerized/web-based evaluation system, and the office is very receptive to this change. It was noted that there is quite a bit of

literature available, and Ms. Golden will provide more current information. She and her staff will also review AAU schools to identify contact persons at select institutions to seek information on individual evaluation processes for benchmarking. Several Council members are aware that their own schools are interested in this issue and would be willing to participate in a pilot program. Ms. Golden indicated that she will follow up where there is interest.

4. ***Report of the CIDDE Liaison (C. Golden):*** Ms. Golden briefly reported that current Blackboard usage numbers more than 3,800 sections, which is a continuation of the previous steadily upward trend. CIDDE is also working and coordinating with CSSD for an introduction of a new version of this course management system, to be announced in January, but with the conversion done over the summer. She will brief Council in more detail at a later date. Ms. Golden also reported that the Pitt Online work is ongoing, and several new pre-proposals have been received.
5. ***Adjournment:*** With no further business, the Advisory Council adjourned at noon. The next Advisory Council meeting is Monday, December 13, 2:00pm, 826 CL.