**Minutes**

**Present:** A. Blair (Chair), N. Day, M. Druzdzel, S. Engberg, J. Grabowski, M. Madison, J. McGrath, M. Redfern, M. Roberts, and C. Washburn (CIDDE)

1. **Approval of the Minutes (A. Blair):** Dr. Blair asked for a motion from Council members for approval of the September 21, 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 has been uploaded to the CIDDE website. CIDDE should be informed of the RFP and asked to encourage faculty to participate. Deadline for receipt of proposals is January 31, 2011.

3. **Reports of the Committee Chairs**

   a. **Faculty Development Committee (N. Day, Chair):** Professor Day reported that the committee met in early October and talked about the book and article discussions and the evaluations. She noted that the committee would like to have input from Council on new ideas for the book and article discussion sessions; one they have considered is to offer these via webcast. One Council member described a similar program in his school that involves both faculty and students and has been successful. The committee’s discussions at its next meeting will be more definitive in its continued discussions of these topics.

   b. **Best Practices Committee (A. Blair for S. Deitrick, Chair):** Dr. Blair reminded members that Provost Beeson gave Council a specific request to take a look at the OMET system of student evaluations of faculty, specifically to consider on an online evaluation process as the University has the capability for conducting such a system. The Provost also noted that there are issues in adopting such a system, and the Best Practice Committee should first review the literature and do some benchmarking with other comparable universities. At its next meeting, the committee will discuss this more fully.

4. **Report of the CIDDE Liaison (C. Washburn for C. Golden):** CIDDE’s website is still under construction, but it is now up and operable. University Marketing and Communications office assisted CIDDE in this effort. Ms. Washburn noted that the Teaching Times is now online, as well as an events calendar that displays in calendar format the various workshops that CIDDE offers. She noted that information and questions about teaching portfolios is very popular with faculty. Several Council members expressed an interest in learning about Courseweb usage. Dr. Blair then asked Ms. Washburn to please provide some data for Council’s information.

5. **Adjournment:** With no further business, the Advisory Council adjourned at 4:15 pm. The next Advisory Council meeting is Friday, November 19, 11:00am, 826 CL.