UAF Faculty Development, Assessment and Improvement Committee
Meeting Minutes
October 28, 2013

I. Franz Meyer called the meeting to order at 2:02 pm.

II. Roll call:

Present: Bill Barnes, Mike Davis, Cindy Fabbri, David Fazzino, Andrea Ferrante, Kelly Houlton, Eric Madsen, Trina Mamoon, Franz Meyer, Joy Morrison, Leslie Shallcross, Amy Vinlove
Excused: Mike Castellini

III. Report from Joy

Joy informed us that she has a CD on the recent webinar, "How the Brain Learns", which anyone can borrow to watch on their computer (alas, it is not a DVD). She reported that she recently returned from the Teaching Professor Teaching Technology conference and shared that it was an excellent conference. She took four faculty members and two others came from CRCD. She has tried out Voice Thread in her recent email regarding the Graduate School meeting and asked if anyone had clicked on her link to see and hear it. She said she will continue to use it.

Joy informed us that ASTE (Alaska Society for Technology in Education) is in February around the same time as Lilly West. She has five new faculty members signed up for Lilly West and is hoping for more. The Lilly West conference will be in Newport Beach, CA on February 20 – 23, 2014. Joy is gearing up to attend the next POD (Professional and Organization Development Network) conference which she attends every year, and she reminded us that she will be gone for December and January.

Joy reported that the mentoring luncheon last week was well attended with between 35 – 40 mentees and mentors. The College of Engineering and Mines requested a meeting on mentoring. If the new NSF ADVANCE grant is successful Joy will bring Joanne Moody to UAF for mentor training next year.

Mike D. noted that he would like conference attendees to present something for our committee to help spread the information out to as many faculty members as possible. Joy said that the attendees her office helps provide travel funds for are already required to write a short report for her or present to their respective departments. (Enforcing this rule has proven difficult.)

The faculty learning groups are going well and generating a lot of interest. Joy has had to turn people down for this year's groups.

V. Introduction of the "UAF Faculty Senate Bylaws on Committees" initiative

Franz explained that the Administrative Committee is asking for committee bylaws and mission statements for each Faculty Senate committee. Their goal is to group the bylaws by committee type as uniformly as possible. Mission statements will help determine where there may be overlapping of duties and if the respective workloads are evenly balanced. The AC would like these developed over November and December of this year. Franz encouraged us to agree to ours so that the AC could use it as a guide for other committees. However, there is a lot to discuss, and much of it seems to go beyond the purview of our committee. One noted issue was that it is unclear how people are assigned to the FDAI Committee. Franz decided he would take our concerns and comments to the AC and hopefully get some clarification. He also decided to send out an email for our committee to discuss some of these issues further (e.g. Should there be a max/min number of members, and if so, what should those numbers be? If we elect a chair and vice-chair, must they be Faculty Senators? What should be the policy on members wishing to continue serving on the FDAI Committee beyond two years?)

IV. Report on recent progress on Fall 2013 Electronic Course Evaluation Vendor demos

Eric reported that two of the four vendors have presented so far this fall, and the next presentation will be this Friday, November 1 from 9:00 – 11:00 am in the Globe Room. He noted that the last vendor, a Canadian company, generated a very positive response (as they did last year). Eric asked us to encourage more faculty members to attend – especially rural faculty. After all four vendors have presented there will be a fifth debriefing meeting.

VI. Discussion on a potential renaming of the FDAI committee

Franz explained that he is looking into the official process for renaming a committee. We discussed the possible redundancy and ambiguity in our current name: "Improvement" being redundant and having a negative connotation, and "Assessment" implying that our committee is actually assessing faculty in some way. Joy suggested "Faculty Development and Teaching Assessment Committee". Kelly suggested "Faculty Development and Assessment of Teaching Committee" so the acronym would be easier to say quickly. Franz suggested that we contribute suggested names through an email discussion that he will facilitate.

VII. Other Business (none)

VIII. Upcoming events
        a. Faculty Senate meeting: November 4, 2013
        b. next FDAI meeting: November 14, 2013 from 4:00 – 5:00 pm in Bunnell 222

IX. Adjourned at 3:00 pm.

Respectfully submitted by Kelly Houlton.