

UAF Faculty Development, Assessment and Improvement Committee  
Meeting Minutes  
April 5, 2016

I. Franz Meyer called the meeting to order at 10:01 am.

Roll call

Present: Gerri Brightwell, Mike Castellini, Candi Dierenfield, Brian Himelbloom, Kelly Houlton, Steve Hunt, Duff Johnston, Chris Lott, Trina Mamoon, Franz Meyer, Joy Morrison, Channon Price

Excused: Bernie Coakley, Diana DiStefano, Andrea Ferrante

Absent: Cindy Fabbri

II. News on Electronic Course Assessment Implementation Committee (ECAI)

Unfortunately Andrea could not be present but sent an email with updates. He states, "Spring course evaluation (for courses ending on May 2-6) has started. On Friday April 1<sup>st</sup> instructors have been contacted to add personalized questions. They will be able to do so until Sunday April 17. On April 18<sup>th</sup> evaluation will open to students, until Monday, May 2.

"The UAF website [is] functioning as the main reference point for course evaluation [and] is public and active: <http://www.uaf.edu/inspire-us/>

"The Marketing and Communication Department has been instrumental in developing an appropriate advertisement campaign. Please see the attached flyers [in his original email] for students and instructors and share electronically (low resolution) or as hard copy (high resolution) as you see fit.

"The last meeting of the ECAI committee for the semester will be held sometime before the end of April. An ECAI annual activity report will be submitted to the FDAI committee by the end of April as well to be included in the FDAI annual report."

Mike stated that he would like the flyers sent to the graduate students as well. Steve said that the flyers need to be posted around campus. Franz opined that the rollout this semester should go relatively smoothly.

We also discussed how deserving Andrea Ferrante was of the Outstanding Senate Service Award from Faculty Senate. Well done, Andrea!

III. Upcoming activities of the UAF Office of Faculty Development (report from Joy)

Joy reported that April will be a busy month with two faculty development opportunities each week plus one in May. These will include a series of graduate student mentoring trainings. Also Dr. Jean Feldman of NSF will give a presentation on Wednesday that will be great for young researchers. Joy and Barbara Adams will present a training session on

April 27 for all faculty involved with the inter-disciplinary PhD program to help clarify what faculty roles are on their respective committees. She will soon send out a one-page list to faculty for April.

Joy once again reported the high level of stress she is seeing amongst first-year faculty and noted that many of them are already back out on the job market.

Franz asked Joy if the post docs were still being invited to participate in faculty development activities as he has two new post docs coming this summer. Joy replied that her list of post docs is at least a year old and that they weren't very interested in organizing as a group from the beginning. It was discussed that the sheer diversity of disciplines within this group makes it difficult to organize them.

#### IV. Upcoming activities by UAF eLearning & Distance Education

Chris reminded us about the new combined calendar of faculty development opportunities offered by eLearning, OIT and the Office of Faculty Development at <https://iteachu.uaf.edu/events/>. He also informed us that applications for the summer iTeach program (May 9 – 13) will open up on April 25.

He stated that a group of about twenty faculty members is now involved in the Quality Matters process, and he is continuing to look for more interested faculty who teach online and hybrid courses to add to the pilot group. He stated that they are looking at how to get the review work onto their Workload Agreements, and he's hoping that those faculty members in the pilot group who decide to continue with Quality Matters will become advocates to encourage more participation. Chris will give a full presentation on Quality Matters on April 26. For more information about QM at UAF and a form to fill out indicating your interest, please go to: <http://qm.uaf.edu>

#### V. Updates on Faculty Mentoring Survey

Joy informed us that she sent the survey to over 100 people and is collecting responses. She added that the deans have been the most responsive so far. One reminder has been sent out and she will send out more in the next two weeks as she is aiming for at least a 50% response rate. Franz said that this will give him some data as he begins preparing the FDAI Annual Report.

#### VI. Other Business – Annual Report

Franz said he is hoping to have a draft of the report for our next meeting.

#### VIII. Upcoming events

- a. Next FDAI meeting: Tuesday, 05/03/16, 10-11 am in Bunnell 222
- b. Next admin committee meeting: 04/22/16
- c. Next Faculty Senate meeting: 05/02/16

IX. Adjourned at 10:30 am. (Respectfully submitted by Kelly Houlton.)