Faculty Development Council Meeting Minutes: 2/18/2016

Present: Y. Zeng, S. Mishra, N. Klein, S. Pryor, J. Darabi, L. Bartels, E. Erkins
Absent: M. Schmitz, J. Logue, B. Carstens-Wickham, W. Nelson, M. Yousef

Announcements: Lynn Bartels announced the STEM Center Faculty Research Fellow FY 2017 call for applications due 2/29/2016. See http://stemideas.org/research/faculty-fellow-program/ for more information

Consideration of minutes: S. Mishra moved to accept minutes, J. Darabi seconded. Minutes of 1/21/2016 were accepted and will be posted on FS website.

Discussion and action items:
1. Faculty Development Council—Lynn Bartels
   a. LB showed the Center for Faculty Development and Innovation Center website. Council members made suggestions for clarity and flow of information. Members suggested content and recommended that Jim Benoff, the Associate Director for Web Strategy be contacted for working on the design. There is a need for FDC members to write a blog or record a vlog. ACTION: FDC members contact Lynn Bartels if you are willing to contribute a blog or vlog.
   b. Continuous Improvement Conference, mostly planned by the Provost's Office, will be held. Friday, March 18th 9-12:00. Council members reviewed the draft of the schedule and provided feedback. LB will email the final draft. ACTION: Please attend and invite others to attend.
   c. Faculty Development Survey. The committee looked through the draft of the survey and made suggestions for inclusion, wording and formatting. LB would like to send the survey out before spring break. It was suggested that the survey results be analyzed between different units on campus. ACTION: Look over FD Survey and provide survey topic suggestions by March 4th directly to Lynn at lbartel@siue.edu.

2. TEAC (Teaching Excellence Awards Committee)—Kim Archer, TEAC Chair
   a. Chair term: Noticing as chair, having little institutional memory is difficult. Chairing starts from scratch each time. The TEAC would like the FDC to consider expanding the term of service from 2 years to 3. This allows a 2-year “apprenticeship” before someone becomes Chair and develops institutional memory within TEAC. There are 9 faculty positions; 3 faculty could turn over every year. ACTION: FDC will discuss increasing the length of term from 2 to 3 years for members.
   b. Make up of TEAC committee: Consider adding adjunct, clinical faculty on TEAC—we award to them, may need to allow them on committee. Gesture of goodwill to open up the faculty. Discussion about that units elect their own representatives and that instructors/adjuncts are not required/paid to do service. Balance between wanting to include NTT and not wanting to pressure them.
   c. Chair training and materials: Training wasn’t good for becoming Chair. She was given a large binder and no training. She recommends a TEAC flash drive instead. She is now using a blackboard site. Requested of TEAC: The TEAC will convert its records and standard forms to a permanent Sharepoint site.
   d. Online faculty: Mary Lou Barren from Nursing (TEAC member) spoke about the unintended exclusion of faculty who teach online. She has been teaching online since 1998. Nursing and Pharm faculty can be excluded due to large number of
online classes. While there has been some hesitancy in the FDC before to include online teaching, the TEAC’s operating papers do not exclude consideration of online teaching; we simply don’t have mechanisms in place yet. MLB and KA provided one model of evaluating from Michigan State University that could be used. Requested of TEAC: FDC requests that the TEAC develop and present to the FDC suggested evaluation forms & procedures for evaluating online teaching. LB suggested the Peer Consultants & Mentoring Program and ITS instructional designers as two useful resources. **ACTION:** Clarification will be made that those who teach online will be eligible for Teaching Excellence Awards beginning AY 2017. TEAC will announce this.

e. TEAC dossier length and burden to applicants. Discussion with TEAC and FDC about faculty not applying for TEAC in some cases due to the time commitment of list of requirements. Requested of TEAC: TEAC to present extremely specific recommendations about what should be required in dossiers vs. what can possibly be requested later. TEAC should consider page limits by section, data vs. narrative, and the total document size.

f. SM addressed need for a paper certificate for TEA winners. Requested of TEAC: The FDC would like the TEAC to develop a frameable certificate for the winners in addition to the award letter.

3. EUE—Nicole Klein

a. Wayne Nelson sent an email on February 5th with the assigned EUE applications for each FDC member to review. We will review the rankings and ratings at March meeting to determine the awards. **ACTION:** Review and rate your assigned EUE applications by March 14th on Qualtrics.

Public comment: None
Adjournment: Meeting was adjourned at 4:17pm