UAF Faculty Development, Assessment and Improvement Committee
Meeting Minutes
October 31, 2012

I. Franz Meyer called the meeting to order at 1:00 pm.

II. Roll call:

Present: Mike Castellini, Izetta Chambers,

increasing their response rates. We also decided to find out what happens to the electronic data – where is it stored and how is it used?

Eric informed us that he has found about a dozen systems so far and would like to set up some demonstrations from the vendors. He noted that their respective websites are mostly advertisements.

Amy wondered if there was a Smart phone application for students to simply fill out the evaluation in class using their cell phones, noting that we could supplement this with other options for students not having a cell phone that supports such an app (or no cell phone at all). Andrea wondered how the open questions would work on a cell phone app (i.e. the "yellow sheets"). While these are not quantifiable data, they do represent the most useful aspect of the evaluation for faculty members. Diane opined that she liked the IDEA system used at UAA because she could add her own questions to the quantifiable part of the evaluation. While we can do that now with the current evaluation system at UAF, we wondered if that is available with all electronic systems and how easy is it to use?

We discussed coming up with a list of vendors we might find acceptable as well as a list of definite rejects and decided to begin an online discussion via email to set up a working list of criteria items and to begin setting up demos. Franz, Andrea and Eric (who will continue to work with our committee regarding this issue) volunteered to research electronic evaluations and choose vendors to present demonstrations. Kelly volunteered to attend all demonstrations. Eric pointed out that we are looking for an evaluation system that works as well as possible for UAF – whatever that system is electronic or paper-and-pencil. Franz wondered if there was a way to find out how many institutions are using electronic evaluations and from which vendor. Joy volunteered to ask the POD folks who they're using.

V. Discussion on the potential inclusion of postdocs into FDAI activities

Mike informed us that John Eichelberger is very keen on this subject, and Joy noted that she has already sent out a six-question survey to all postdocs and received an impressive 31 responses out of 48.

VI. Other business

Andrea explained the difficulty in finding samples of successful NSF grant proposals to utilize as templates. Whereas NIH posts successful grant proposals on its website, he notes that the NSF does not. He wondered if UAF should have a repository of successful grants by UAF faculty. He will continue to look into this.

VIII. Our next meeting is Wednesday, November 28, 1 – 2 pm.

IX. Adjourned at 2:05 pm.
Respectfully submitted by Kelly Houlton.