

ADVISORY COUNCIL ON INSTRUCTIONAL EXCELLENCE
November 29, 2022, 2-3 p.m. (via Zoom)

Minutes

Present: M. Bridges (Chair), B. Barnhart Y. Ding, B. Falcione, A. Dakroub, S. Dickerson, L. Delale-O'Connor, G. Glover, S. Goodkind, H. Lee, D. Och, C. Perfetti

Absent: C. Bonneau, R. Jones

Welcome and Introductions

Mike Bridges called the meeting to order at 2:05 p.m. and welcomed members.

Approval of Minutes

Mike asked for a motion to approve the minutes from the ACIE meeting held on October 3, 2022 – distributed in advance of the meeting. The motion was offered by Barbara Barnhart, seconded by Lori Delale-O'Connor, and approved by the Council. The minutes are posted on the ACIE [website](#).

Innovation in Education Awards: Background and Proposal Review Process

Mike gave a brief background of the award which was established in 2009 with the goal to enhance teaching and foster instructional innovation. Mike listed the focus areas outlined in the presentation slides which were distributed to all members following the meeting. Mike named the 2022 award recipients and noted that the funding period is from May 1, 2023 to April 20, 2024. The awards typically given, range from \$3,500 to \$12, 500, but can be up to \$25,000. In 2022, the awards combined totaled \$82,740.

The proposals for the 2023 award are due on Friday, February 17 which are submitted in [InfoReview](#) (formerly known as the *Competition Space*) which we are using again for the second time. Mike discussed the timeline of the proposal review process. Upon receipt of the proposals, the Teaching Center will conduct a feasibility assessment in February 20-24, looking at the technology and pedagogy/instructional design that is incorporated in the proposals, as appropriate, identify any missing components, and provide additional information to the Council for their review. The feasibility assessment results will be accessible by the Council in *InfoReview*. Council members will have access to *InfoReview* by February 27. We will send out review assignments, the rubric, and pertinent details prior to Feb. 27.

Each Council member will be asked to review several proposals; the number of reviews is dependent on the number of proposals. Each proposal will be reviewed by multiple Council members. In assigning reviewers, there is an attempt to match discipline and expertise of Council members with the proposals, to the extent possible. Each proposal will be assigned a lead reviewer, who will kick-off the discussion of each proposal by providing a summary of the proposal and his/her recommendation during the March meeting. Council reviews must be completed by March 17. Joy will then compile the scores and proposal information into a spreadsheet for distribution before the review meeting.

Council members are encouraged to review all proposals, if possible, to participate in the discussions during the March review meeting. The Council is encouraged to bring their own laptop or tablet to the meeting as only one paper copy of the proposals will be available. The proposal criteria will be reviewed prior to discussion of the proposals, and every proposal will be discussed, with the lead reviewers kicking off the discussions of the proposals. A set of proposals will be selected that will be recommended to the Provost for funding. We anticipate that the award winners will be notified in early April.

Mike ended the presentation by demonstrating [InfoReview](#), formerly known as the Competition Space noting the platform is straightforward, but to contact Joy with any questions.

Next Meeting

The next meeting of ACIE is scheduled for January. Teaching Center staff will give a Teacher Certification presentation.

Adjournment

Having no further business to discuss, the meeting was adjourned at 2:52 p.m.