

## **ADVISORY COUNCIL ON INSTRUCTIONAL EXCELLENCE**

**Laurie Kirsch, Chair**

**December 18, 2014**

### **Minutes**

Present: L. Kirsch (Chair), G. Bender, M. Besterfield-Sacre, A. Covarrubias, B. Falcione, R. Gilbert, C. Golden, A. Infanti, D. Jenkins, C. Lance-Jones, S. Little, S. Meyer, P. Mirchandani, G. Mitchell, C. Singh, and N. Themudo.

### **Approval of the Minutes**

Laurie Kirsch asked for a motion from council members to approve the November 18, 2014, meeting minutes. The motion was offered, seconded, and approved. The minutes will be posted on the ACIE website.

### **CIDDE Summer Instructional Development Institute**

Cynthia Golden, Director of the Center for Instructional Development and Distance Education (CIDDE), discussed the Summer Instructional Development Institute (SIDI). SIDI is an annual event that is designed to reinvigorate teaching practice, encourage conversation about best teaching practices, and implement research-proven techniques for improving student learning outcomes. Previous topics have included teaching large lectures (2014), grading (2013), and visual teaching (2012). CIDDE will solicit ideas for the 2015 SIDI from the ACIE in the near future via email.

### **ACIE Subcommittees**

Two subcommittees will be formed, which will address issues related to diversity programming and student opinion of teaching surveys.

#### **Diversity Programming Subcommittee**

Dr. Kirsch reviewed recent activities related to diversity in the curriculum, including highlights from the University's Diversity 2020 Summit, and then delivered the charge to the subcommittee. Summit participants considered how to expand the scope of diversity programming and provided input into a proposed five-year diversity plan. Recommendations included developing a multi-pronged approach that engages additional faculty members and broadens diversity programming's reach, and expanding the definition of diversity so that it encapsulates more than race and gender. Dr. Kirsch asked subcommittee members to focus upon expanding diversity programming in the curriculum so that it can reach more faculty members. The subcommittee was asked to share its recommendations with the ACIE at its next meeting. These recommendations will also be communicated to the Task Force on Diversity Programming, which the Provost expects to convene in the spring semester.

#### **Student Opinion of Teaching Surveys Subcommittee**

Ms. Golden reviewed the transition from paper- to online-based surveys of student opinion of teaching. The surveys have been administered fully online by OMET since the Fall of 2013. Response rates compare favorably to other institutions in their first year of administering the

surveys online (at 57 percent); however, they are lower than the 75 percent average response rate when surveys were administered on paper. The ACIE has previously studied the online evaluation process and presented its recommendations to the Provost. Several of these recommendations were subsequently incorporated into OMET's outreach and communication efforts, including e-mails to chairs, deans, and OMET liaisons; departmental visits and advertisements; social media; etc. The charge to the subcommittee is to review OMET's communication plan and provide recommendations for its enhancement at the next ACIE meeting. Best practices for the teaching evaluation surveys will be reviewed at a future ACIE meeting.

There being no further business to conduct, the meeting was adjourned at approximately 11:00 a.m.