

FTLC-AC MINUTES FROM MARCH 25, 2013

MEETING INFORMATION

Date: March 25, 2013

Time: 1:00pm-2:00pm

Location: 211 A DEV (Grand Rapids) and D-1-142 MAK (Allendale)

Meeting called to order at 1:00pm

Present: Kim Kenward, Christine Rener, Joy Washburn, Scott Grissom, Kyle Felker, Heather Gulgin, Deborah Herrington, Janelle Guikema, Laurie Stickler, Vijay Gondhalekar

AGENDA ITEMS

1. Approval of Agenda
The committee voted to approve the agenda. Laurie Stickler moved. Vijay Gondhalekar approved.
2. Review of Webinar Notes (*Revision to the webinar notes submitted by Kim Kenward that Laurie Stickler and ViJay Gondhalekar joined remotely during the Bb Webinar on March 11, 2013)
3. Announcements – No additional announcements
4. Discussion: Various tools/platforms available for course/teaching evaluations
 - a. Pros & Cons of each platform

IDEA

Of all the survey instruments that were investigated, IDEA is the only survey tool that comes with pre-packaged questions. These questions have also been tested for reliability and validity. Benchmarking against the nation is available with IDEA. Short form and long form survey instruments are available from IDEA. IDEA is already being used as an evaluation instrument in the Center of Health Sciences. Laurie Strickler explained to the committee that most faculty in CHP use the short IDEA form which includes 12 questions. The evaluation questions are based on learning objectives. Raw score and adjusted score are included in the results. Open-ended or close-ended questions can be added. Survey data generated from IDEA is also available and included into Digital Measures. IDEA can also be linked directly into Blackboard and has LDAP authentication. There is an assumption that IDEA owns the data. Christine Rener will be asking for additional pricing information for the size of our institution, as well as the fees associated with paper and online. Pricing is based on the number of surveys administered. IDEA claims to have 10 business days for turn-around of data.

BlueExplorance

This survey tool does not include survey questions and has an upfront fee of \$100,000. This fee does not include staff upkeep and costs associated with additional web servers. An additional maintenance fee and service contract will also need to be included in the budget. A positive feature of this product was the ability to have automated email invites and reminders on which surveys need to be completed. This tool can also be linked to Blackboard, has LDAP authentication and has mobile application/device capabilities. Team-taught courses can allow students to evaluate all instructors or selected instructors. Can be shown side-by-side or separately. The data is owned by the University.

ClassClimate

This survey tool also does not include survey questions. The data would be housed on our own servers (which would need to be purchased) and fees would be associated staffing and yearly maintenance. Another separate product (Data access layer \$3,500 one-time fee) combines data with tables to create more in-depth custom reporting. A blending of hardcopy and online surveys can be used with this tool. Current semester can be compared against a past semester, against an entire history of courses. Can be compared to other instructors in the same department.

Blackboard Enterprise

This tool does not include survey questions but there is no extra cost associated with the Blackboard Enterprise evaluation too. It is included with our service pack release 10 upgrade scheduled for April 30, 2013. There is no additional staffing required because it is currently in place at GVSU. Our Blackboard Administrators are planning on moving to this tool for those departments that are currently using Blackboard for their end-of-term evaluations. They will probably pilot this tool for spring/summer with a few departments and then move everyone over for fall. Overall, our GVSU Blackboard Administrators (Katie Clark and Jacob Romero) feel this tool will be much easier for department, faculty, and students to use than the current Blackboard end-of-term evaluation tool that was created by Jacob Romero many years ago. With our current system, the data has to be extracted by one of our system analysts (Karen Burchard) and then put into Microsoft Access in order for the report data to be useable for departments and faculty. This step will no longer be necessary. We currently don't have the ability to run detailed reports that compare data against semesters, courses or other departments with our current system. The new report creation tool will be much more detailed than our current system. It will also allow for multiple reminders and mobile application options. GVSU owns the data.

- b. Which ones best suited for GVSU?

After much discussion from the committee on the four tools (IDEA, BlueXplorance, ClassClimate and Blackboard Enterprise) Heather made a formal motion that the committee recommends IDEA and Blackboard Enterprise as the two tools that are under consideration to go forward to ECS/UAS. VJ seconded the motion. The motion carried with a unanimous 8 votes. As non-voting members, Christine Rener and Kim Kenward abstained.

- c. We need to be ready to make a recommendation on top 2-3 products/platforms at FTLC-AC meeting on April 8, 2013 (to go forward to ECS/UAS)

Survey instruments are not going to come with survey questions.

See (b) for Committee motion.

5. Elect Chair for academic year 2013-2014

The committee nominated Darren Walhof as chair for the 2013-2014 academic year. Joy Washburn will contact him on availability. Scott Grisom and Janelle Guikema are also returning committee members and are looking at their schedules for the 2013-14 school year.

6. FTLC Director Update

Annual report was emailed to the committee for review by Christine Rener. FTLC is busy planning for spring/summer and fall conferences. This year's FTLC Fall Teaching Conference will have a theme focusing on the new library in regards to information use and access. A reminder that the Scholarship of Teaching Academy is scheduled for May 20-21.

7. Sub-committee Updates:

- a. Grants next meeting scheduled April 15, 2013. Time TBA. DEV location to be determined.
- b. Teaching Awards (this committee will not meet again until the fall semester of 2014)

Next meeting for members is scheduled for April 5, 2013. Reminder that next year's meetings will be held on the 3rd Monday of every month from 12 – 2pm (specific campus has not been determined).

Meeting adjourned at 1:55 pm

Respectfully submitted,

Kim Kenward