

## ASSOCIATE DEANS MEETING Minutes 9-10-19

**Present:** Bob F, Bob H, Michelle, John, Dottie, Tracy, Chris Sanford, Debbie, Laura McKnight, Laura McKenzie, Cindy, Sandy, Alan, Brooke, Jen, Karen Neill, Mary Lou

**Karen Appleby: PIE.** PIE will talk to chairs, leadership teams, others, to get the message out.

- PIE Leadership group: Karen Appleby and Margaret Johnson are co-coordinators; Clayn Lambert and Zac Gershberg are faculty associates.
- PIE Surveyed faculty last year, and from that, developed workshops and seminars.
- ISU Teaching Innovation Grant. Faculty can apply for up to \$5,000. The proposal went out September 9. Application is on PIE website. Have \$35,000 total to award. Karen will send flyers out to AD's, who will send to faculty. All funds must be spent by June 15, 2020.
- Faculty Associate Program: can serve for a semester. PIE pays for a course release. Karen will send out an announcement about applications for future semesters.
- Events: Great Ideas in Teaching; PIE Faculty Workshops (2 hour workshops). Will be broadcast to all campuses, and videotaped.

**Blake Beck: Quality +**

- Quality + offers faculty stipends. 96 faculty are either in the process or have completed the program. Instructional design partners team with faculty to provide a better experience for students. The stipend is \$4,000 upon completion. A couple of GA's have completed the program. The second round is QM review (outside third party), or, the faculty member can come back and do a second course, but stipend is less (\$2,000). How to get into Quality + program: see ISU website. The Quality + program started in 2017; this is more than Quality Matters. Time commitment: Teaching with Moodle is an 8-week course that takes 3-4 hours per week. A part of the review is accessibility—captions, readable by screen reader.
- Examity is an online proctoring service that all online courses can use. Non-eISU courses can use this service if the department or student pays. Fully live proctoring is \$21 for up to two hours; record and review is available at a lower cost, as is record only. Live authentication is also available.

**Alan Frantz: TMS annual faculty evaluations for 2019.** We are not going to use multiple attachments like we did last year.

- Faculty will turn their Word document into a PDF, and upload it. Responses to the chair and dean comments will be entered into boxes in TMS. Faculty can write their responses in Word, and copy and paste. TMS should be able to hold enough text.
- Alan has been working with John on this process. The chair and dean pages will be separated from faculty pages.

- Some faculty want to see the faculty self-rating disappear. We don't know origin of this. Staff can do self-evaluations, but it's not required. Some faculty don't like this, as they don't know what their colleagues are doing. The self-rating is not mandatory right now. If it's not required, why make people do it? Faculty have a chance to respond to chair and dean rating anyway. AD's: talk to deans about this discussion.
- Alan and John are re-writing instructions for TMS.
- 5-year review: subcommittee finished its work, and is about to send it on to FPPC.

#### **Updates:**

- State Proposal process: for help with the state proposal process, contact Catherine Read at x4956 or [wallcath@isu.edu](mailto:wallcath@isu.edu) and she will provide direct assistance.
- Chairs/directors workshop: tentatively scheduled for November 20 from 2:00-5:00. Please contact Joanne if you have suggestions for topics. One suggestion was Leadership Development.
- Searches: an update will be posted on Moodle.

#### **Announcements:**

- The College of Education is providing FERPA training for graduate assistants on September 27 from 1:00-2:00 in COE #355, and will have training on Title IX later in the fall. GA's from other units are welcome to attend. Contact Dottie for more information.
- Graduate Faculty will meet on Friday, September 27 to discuss changes to the By-Laws. By-laws: <https://www.isu.edu/media/libraries/graduate-school/bylaws.pdf>