

Faculty Center Advisory Board Meeting Minutes – October 28, 2016

In attendance: Melody Bowdon, Dennis Filler, Linda Futch, Amy Gregory, Liz Hoffman, Travis Jewett, Don Merritt, Meg Scharf, Barbara Tierney, Jackie Towson, Anna Turner, Cherie Yestrebsky, Beth Young, Amy Zeh, Anna Jones, and Anna Leon

I. Welcome and introductions.

II. Minutes from February 17, 2016, meeting were approved.

III. Election of new Advisory Board Chair.

Travis Jewett unanimously voted in as new chair for the advisory board.

IV. Introduction of Faculty Fellows

Melody introduced the faculty fellows for 2016-2017. She gave a brief overview of the redesign of faculty fellows in light of the Faculty Center's position in Teaching & Learning and her new duties as Associate Dean of the College of Undergraduate Studies. We made funding faculty fellows a priority over other initiatives. The seven faculty fellows include Peter Telep from English and Amy Darty from History working with Undergraduate Studies; Ana Leon from Social Work, Suzy Jardaneh from English, Keri Watson from SVAD, and Suha Saleh from Health Professions working with the Faculty Center; and Anastasia Salter working with UCF Downtown. All of the fellows will be working with us, but some are being funded through these collaborating units.

V. Update on Instructional Specialist Search

We changed the associate/assistant director position to an instructional specialist. The position closed about a month ago. The committee has completed reviewing and is meeting this week to determine who to interview. We hope to conduct Skype interviews later this month and bring candidates to campus in early November.

VI. Reports

A. Summer Conference 2016

There were 280 participants from multiple units across campus. The Faculty Center funded 109 of these participants. Our guest speaker, Sandra McGuire, presented on metacognition. This presentation was a continuation of a book club that we did in the spring semester and programming this fall builds off of it.

B. Summer Conference 2017 Planning

The summer conference programming will be a radical departure from previous years. This year's summer conference will focus on teams who propose a signature experience in their field. Discipline-based groups proposing signature experiences in undergraduate programs will be prioritized, but we will not completely eliminate graduate proposals. Our fellows are already working on developing expertise in a variety of signature experiences so that they can lead small groups.

C. Adjunct Initiatives

We are continuing to offer what we've previously offered to adjunct faculty. We are currently running a faculty learning community with about 15 participants. We recently gathered

information on all courses taught at UCF for three semesters and are in the early stages of analyzing this. We plan to build off of this data to develop follow-up surveys/interviews with a variety of faculty, including adjuncts.

D. New Faculty Orientation

We had about 160 new faculty attend NFO this year. We used the alumni center for the first time for the full event. We also utilized classrooms in Classroom Building 2 for break-out sessions and the atrium of Classroom Building 2 for One Stop Shop. The new location was really convenient.

E. Winter Conference 2016

Winter Conference this year is December 13-15. The theme focuses on dealing with difficult moments in classrooms. Participants will be asked to read the letter from the dean at the University of Chicago. One topic will include safe spaces on campus. We will be reprising our student diversity panel. One of the plenaries will be led by faculty fellows and will focus on balancing student rights and responsibilities with faculty rights and responsibilities.

F. Summer Teaching & Learning Day

We had two Teaching & Learning days this summer. One was offered in June and included a SoTL session and a student diversity panel. The other was offered in July and was led by Mary Ann Winkelmas at the UNLV and focused on her work on transparency in higher education.

G. Fall Programming

We recently shifted around the way we do semester programming. Melody explained the historical format of our semester programming before explaining the change we made in spring to a focused programming (Active Learning). This fall we're doing two programs: a SoTL series and one on metacognition and active learning. We had over 75 applications for the two programs combined. We had budgeted for 10 for SoTL and 15 for Metacognition. We prioritized these programs over other events and are funding 24 for SoTL and 16 for metacognition. The workshops are open to everyone. Those we couldn't fund but who still wanted to participate we offered certificates to upon completing a certain number of workshops. We provided books to all of the participants (funded and not). We have participation from across campus.

E. GTA Initiatives

We're continuing to work with GTAs in the same capacity as before. We ran GTA training a little differently this fall than in past years due to our reduced staffing. We had to turn people away who were not teaching this semester and are offering a couple of sessions during the semester for those who didn't need it immediately. Our Preparing Tomorrow's Faculty program has about 12 people enrolled in it this fall.

F. Student Consultants on Teaching

We're continuing our work on our student consultants on teaching initiative. We have four returning consultants and are in the process of training three more. They just completed their initial group observation and will be doing their individual training observations shortly. If you want to be a practice class let us know. The student consultants will be meeting once a month for community building and training. Some of our upcoming training includes online observations and universal design.

VII. Excellence Awards

Amber presented the timeline for review: We'll receive the binders from the colleges on February 1st and the winners must be sent to Faculty Excellence by February 17th. It's important that we have a representative from all of the colleges and members are encouraged to find someone from their college to serve in their stead if they are unable to review. Eric will be in touch with more details as the review process gets closer.

VIII. Open Discussion: Virtual Faculty Development

The advisory board discussed the use of virtual options for faculty development. Some concerns were the positioning of the camera. Liz Hoffman explained that the College of Education always offers a virtual attendance option due to the wide distribution of their faculty (many on regional campuses). The use of gotomeeting is better than conference calls. There was some concern over potential technological issues such as sound quality and video quality as well as bandwidth issues of too many people participate in this way. The board emphasized that virtual options will only become more important with the growth of UCF Downtown and the Medical College. Donnie discussed the sandbox classroom that is current in development in collaboration with OIR, the Faculty Center, and UCF Downtown. The question is "how can we create a better learning space?" and this classroom seeks to find ways to do that. They're in the process of converting 220 into a flexible learning space where faculty can try out new things in teaching and OIR can try out new things on the tech support side. There will be no fixed teaching console. The room will have several displays around it that can be broadcast to wireless as well as desks/chairs with wheels so that they can easily be moved. There will likely be a handful of tables for students who need them.

VIII. Member Reports

Anna – QEP gearing funding toward signature experiences. Grants will be continued again this year. Calls will likely go out in January for a proposal submission in February.

Linda – CDL is working on personalized adaptive learning where students can test out of specific areas. Nursing is currently using it in some of their classes and Debbie Hahs-Vaughn is using it in her education statistics course.

Donnie – OIR's one button studio and lightboard screen are up and ready for use.

Meg – Construction is ongoing in the library, including remodeling of bathrooms on the fourth floor.

IX. Announcements/Reminders

X. Adjournment