School of Learning and Teaching Meeting Minutes

Generate knowledge.
Inspire learners.
Transform education.

October 19, 2018, 1:00 p.m., 204 Shibles Hall

Present:
Elaine Bartley, Susan Bennett-Armistead, Justin Dimmel, Janet Fairman, Sara Flanagan, Debra Hogate, Sarah Howorth, Beth Hufnagel, Diane Jackson, Casey Kelly, Rich Kent, Mary Ellin Logue, Ken Martin, Craig Mason, Tammy Mills, Mia Morrison, Dee Nichols, Eric Pandiscio (Skype), Deborah Rooks-Ellis, Mary Rosser, Asli Sezen-Barrie, Bryan Silverman, Lori Taylor, Shihfen Tu, Jane Wellman-Little; Special guest: Lisa Henderson, Rebecca Sockbeson-Libra Professor

➢ Call to Order – 1:03 pm
➢ Approval of the Minutes from September’s meeting - Approved
➢ Approval of the Agenda for today’s meeting – Approved

Old Business

Shihfen Tu & Asli Sezen Barrie - Graduate student research forum. Shihfen, Asli, Susan Bennett-Armistead, Sherry Brown, and Anica Miller-Rushing formed a committee and met to discuss opportunity for grad students to practice their presentations, job talks, and create a social time to interact with faculty. They will be sending out an email with questions for grads students and faculty to assist in setting up future meetings and topics.

New Business

1) Online Course Evaluations - Lisa Henderson gave a brief overview of the online course evaluation process, and answered questions and concerns. Brian Doore has left the University System, and they have hired Amanda Barrington for one year as the Assessment Coordinator.
Pros and Cons of Online Course Evaluations

a) Pros –

i) You will have the opportunity to add 7 scaled questions and 3 open-end comment questions. If you teach more than one section of the same course, type and paste the questions into a Word document so all the questions are the same for each section.

ii) If the School has specific questions it would like to add to every course, they can be added to the evaluation without taking up the course specific questions.

iii) Evaluation summaries will be available shortly after grades are close.

iv) Eventually, instructors will always have access to their online course evaluations. On your LaunchPad, there is a blue box with “Blue” inside; this is where you will be able to access your course evaluations.

v) You can still do your in-class evaluations. Tell the students to bring their electronic access device, and they can do the evaluation online in class.

vi) There will be no more errors due to problems with the scanner.

vii) You need at least 2 students to have online evaluations.

viii) You can have separate ratings for multiple instructors. Students will rate each instructor for the course.

ix) If you do mid-semester evaluations, you can still do these on your own.

x) Once course evaluation access begins, the instructor can look at the response rate for the course evaluations and can remind the students to go online and fill it out.

xi) Submission of course specific questions will occur November 19 to December 2.

xii) Please do not submit grades until classes are closed.

xiii) An email to students about Fall course evaluation will go out on December 3rd and submission will remain open through to December 14th. If they do not submit the evaluation, a 2nd email will go out on December 6th and again on December 11th.

xiv) If students can not finish the evaluations, they can save it and finish it later.

xv) Your name will be consistent across the entire campus as it appears in MaineStreet.

xvi) For summer courses, personalization and the submission of evaluations will occur when the course is a % done.
b) Cons – response rates are lower for online evaluations. There are ways to combat this. On the Assessment web site, there are tips and tricks to encourage students to do the online assessments.

2) Change from CAS-Certificate of Advanced Studies to EDS-Educational Specialist (voting issue); People and students are getting confused between our CAS-Certificates of Advanced Studies and other certificates for graduate programs. To clear up this confusion, we have submitted a proposal to change the CAS to EDS–Educational Specialist which is used in other states. If you have any concerns about this change, let your Program Coordinator know.

3) New course: EDT 532-Creative and Connected Learning Environments needs approval to send to College Curriculum Committee. This course is for PreK-12 educators will focus on the role of creativity plays in the classroom and extended learning beyond the classroom. It will be a summer course elective, does not have a lot of prerequisites, and will be open to other students outside of the degree. Course accepted and moves to College Curriculum Committee.

4) Summer classes – Closes on November 5, please submit classes by October 26th.

5) UTC Information Day – October 26, 9:30-2:00 pm, 204 Shibles Hall. RSVP to Gail –

6) Scheduling of EHD 510 and EHD 573 – Craig Mason. The demand for these courses has gone up and the capacity has gone down. This spring if your program needs these courses, let Craig Mason know immediately. These course will also be available this summer online. A schedule for next year’s courses will go out to the faculty so everyone can plan and let Craig know what their program needs will be.

7) Libra Professor Discussion: *Addressing Indigenous Content in Research and Teaching* with Dr. Rebecca Sockbeson, Libra Visiting Professor: University of Alberta. She has developed indigenous courses and programs in both graduate and undergraduate levels. For us, she will help and guide with our indigenous students, and how we are covering this information in our programs and courses. There was a discussion of the School’s courses which contain indigenous cultural and historical information, assessments, writing camps, reading experiences, access to higher education, and State of Maine law – LD 291*.

*Law – In 2000, the state of Maine passed LD 291 that mandate Wabanaki culture taught in the schools. Hosted meetings to support teachers to comply with the law. In 2007, it was adopted into the Maine Learning Results.*
Dr. Sockbeson is hoping to revive the interest in indigenous education and adding it to our curriculum.

She will be coming back the last week in November and in the spring semester. If you would like to schedule a time to talk and meet with her to discuss your concerns, let Mary Ellin Logue or Shihfen Tu know to add you to the schedule.

Close of meeting – 2:32 pm