

## Educational Foundations Department Meeting Agenda

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*Wednesday December 2, 2015 in UC 268 from 1-3*

### **Welcome/Meeting opening:**

### **In attendance:**

### **Approval of Minutes:**

**Guest: Carl Fox, Director of Research and Sponsored Programs**

### **Items for decision/feedback:**

- Course Climate issues--see Appendix I
- Curricular proposals?

### **Items for discussion:**

- O&P: Whitewater idea--Beth
- Modify meeting structure: scheduled meetings with business of any type (including discussion of research for any interested) on first and third Wednesdays, and on meeting dates with no business scheduled, I'll cancel the official meeting and we will have an optional lunch someplace.

### **Announcements and reminders:**

- Please let me know if you would like to sign up to discuss a research or teaching article in the spring. The meeting dates are: 1/20, 2/3, 2/17, 3/2, 3/16, 4/6, 4/20--Melanie, 5/4.

- Survey coming on internationalization of the curriculum
- The Leader in Me ( <http://www.theleaderinme.org/>) Please let me know if you are interested in the opportunity outlined below in Katy's email to LINCS principal and teacher--See Appendix II:

**Meeting adjourned**

## Appendix I:

Hello fellow COEPS chairs.

If any of your departments has thoughts on the questions below in regards to Class Climate (the online evaluation system), please let me know.

Matt

**From:** Cook, Greg **Sent:** Friday, October 02, 2015 9:09 AM **To:** Brady, Kathy; Ferencz, Jane R; Smyth, Kelsey; Ahmad, Yamin S; Schramm, Robert M; QUINTERO ROJAS, David J; Vick, Matthew E; Fox, Robin K; Phillips, Stephanie J; Durham, Marilyn L; Johnson, Susan M; Sackett, David M; Vangipuram, Anand; Behringer, Kevin; Eddy, Jessica **Subject:** Class Climate Advisory Group: meeting minutes

Advisory Group:

I attached the minutes from Wednesday's meeting. Let me know if you see errors or things to correct.

We agreed that you would check with your colleagues about Bob's suggestion that iCIT use a standard response when students request a late survey (after the close date for the survey). Here's the idea to check with your colleagues:

Students sometimes contact iCIT asking for late access to a survey that has already closed. Members of the Advisory Group discussed this and ways that students might still submit their

late input for the course. The group suggested that when students contact iCIT for late access, iCIT send a standard email message to the student letting the student know that the survey is closed but they can still fill out a pdf version of the survey and send it to a college representative (yet to be named for each college). The college rep can share the input with the department for the department to use as they think is appropriate. Consensus was that members of the group will share this idea with colleagues to see if it seems prudent. A decision to move forward will be made in the next meeting of the advisory group.

See also clarifications about the Y/N department defaults for the open-ended item at the end of the survey (#6 in the minutes).

Thank you for your time and all of your help in improving the Class Climate course evaluation system.

Greg

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**Appendix II:**

**From:** Heyning, Katharina E

**Sent:** Tuesday, November 03, 2015 10:34 AM

**To:** Justin Stewart; Kilar, Mary

**Cc:** Fox, Robin K; Durst, Anne R

**Subject:** Leader In Me program

Hello Mary and Justin-

It was great to meet with you today.

As per our discussion, I've copied in Anne Durst and Robin Fox.

Anne--Justin and Mary are at LINCS in Whitewater. They are interested in getting bringing "The Leader In Me" to their school. I think the Educational Foundations Department may be interested in this project and getting involved in some way. They can probably explain this better in person, so I am suggesting a meeting between you to discuss with a possible follow up with your department.

More information about this program can be found here:

<http://www.theleaderinme.org/>

Let me know if you have questions.

Katy