ADVISORY COUNCIL ON INSTRUCTIONAL EXCELLENCE
Laurie Kirsch, Chair
October 28, 2013

Minutes


Approval of the Minutes

Laurie Kirsch asked for a motion from council members to approve the May 20, 2013, meeting minutes. The motion was offered, seconded, and approved. The minutes will be posted on the ACIE website.

Council Charge

Prior to delivering the charge, Dr. Kirsch reviewed the activities from the previous year:
• Last year, the Council funded seven of the 30 Innovation in Education proposals that were submitted
• The Best Practices Committee monitored faculty participation rates, student participation rates, and technical issues regarding the transition to online OMET evaluations
• The Faculty Development Committee provided oversight and guidance to CIDDE in implementing its faculty development programs

Dr. Kirsch then delivered the Council charge. She asked the Council to:
• Act as an advisory board to CIDDE and provide oversight and recommendations with respect to CIDDE’s faculty programs and events
• Continue to monitor the online OMET process and results and prepare a report for the provost on the outcomes at the end of the year

She also discussed the Innovation in Education Awards program. Dr. Kirsch asked the Council to:
• Develop and distribute an RFP on the Innovation in Education Awards program to all University faculty members
• Refine the RFP to indicate a special emphasis on receiving proposals that identify technology-enhanced learning

Dr. Kirsch also mentioned several items regarding the structure of the Council and the Council’s meeting schedule. She will work with Council members to streamline the meeting schedule and working groups so that Council members’ participation can be maximized. Towards this end, the Council will only meet as a committee of the whole.

CIDDE

Cynthia Golden, Director of CIDDE, discussed the relationship between the Council and CIDDE. She wishes to forge a stronger link between them, both because Council members
possess expertise that they can share with CIDDE and because CIDDE does not possess a formal advisory body.

**Innovation in Education Awards**

Council members discussed the Innovation in Education Awards program. They reviewed the timing of the proposal review process, CIDDE’s technical review process, and scoring and evaluation processes. They also made several suggestions regarding RFP distribution via the portal community and how to disseminate grant results.

There being no further business to conduct, the meeting was adjourned at approximately 3:00 PM.