

**College of Public Health, USF
Educational Technology and Assessment (ETA) Advisory Committee**

**Meeting Minutes
Jan 16, 2014
10 am to 12:00 noon
Executive Conference Room (2024)**

Present: Azizan, A., Perrin, K., Pracht, E., and Srinivasan, S.

Absent: Burke, S., Borenstein, A., O'Rourke, K., Mlynarek, S., O'Rourke, K., Thompson, E. Troutman, A., and Wathington, D.

Dr. Azizan called the meeting to order at 10:05 am.

1. Review and approval of minutes of Nov. 21st meeting (K. O'Rourke)

Dr. Azizan reviewed the minutes Nov. 21st meeting. The committee approved the minutes.

2. Second Student Appointment (A. Azizan)

Dr. Azizan suggested that in light of conflicting schedules the current student member; Erika Thompson is unable to attend any of the Spring semester meetings. It was suggested that it would be better to have two student representatives to offset this situation and that an additional student representative be appointed. Dr. Azizan suggested the name of a Global health student who is pursuing his Ph.D. degree, Miguel Reina and the group approved to include the new student provided the student accepts. Dr. Azizan is going to contact the student directly.

3. General Updates: (S. Srinivasan)

- a. **Spring 2014 Courses:** A total of 67 online courses are to be listed. Of them, 38 courses are graduate level and 29 sections are undergraduate courses with a total enrollment of 5688.
- b. **ETA Hiring Update:** Anchalee Ngampornchai is no longer with ETA. A replacement is being sought and ETA hopes to fill this position by the end of Spring semester.
- c. **Workshops in Spring:** Several workshops are being planned for Spring including one track that focuses on technology and tools and the other focuses on teaching and learning topics such as flipped classroom, effective course design, collaboration and communication, assessment in online courses etc. Regular workshops on Clickers, Collaborate, Canvas basics will continue to be offered.

New Business

Dr. Mbah asked how the CPH markets its online courses and programs. As an online instructor, was he required to advertise his courses? Ms. Srinivasan explained that the ETA office posts the course information on the ETA site, some instructors send emails and post flyers around the CPH community and the undergraduate office posts all new courses to their facebook page. Faculty agreed that multiple levels of communication to students would work best in advertising courses.

Next Meeting: March 20th in Rm. 2016.