

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

**Meeting Minutes
April 2, 2009
1:00 pm to 3:00 pm
Dean's Conference Room**

Present: Burke, S., Haiduven, D., Mlynarek, S., Pracht, E., Srinivasan, S., and Wathington, D.

Absent: Abbott, A., Baldwin, J., Mortimer, J., Perrin, K., Dejoy, S and Sanchez-Anguiano, A.

Dr. Haiduven called the meeting to order at 1:05 pm

1. Review and approval of minutes of Feb. 5, 2009 meeting (DH)

Dr. Haiduven reviewed the minutes of February 5 meeting and the group approved it with no changes.

2. Update from Faculty Assembly (D. Haiduven)

Dr. Haiduven reminded everyone that the Faculty Assembly voted for the ETA task force to be a standing committee of the Faculty Assembly. She will continue to be the chair till the first fall meeting and thereafter suggest the election of a chair and filling some of the student vacancies on the committee.

3. Faculty Evaluations Update (D. Haiduven)

Based on the last meeting's discussion and the recent discussions with the Dean's office, it was suggested by Dr. Wathington that this topic be moved for discussion and dialogue to the Faculty and Student Affairs committee. She suggested that this lies more in their purview than in that of the ETA Advisory Committee and decisions made there can be relayed back to this committee at a later time.

4. Videostreaming Capabilities (S.Srinivasan)

S. Srinivasan informed the group that the videostreaming project is delayed due to back order of materials. In the meantime, directive has been given that the USF Health Media Center will be shut down as of this coming June. All efforts will be made to complete this project before the Media center closes shop. At this point, installation etc is scheduled for the break between Spring and Summer semesters.

5. Exam Delays (S. Srinivasan)

S. Srinivasan explained that one of the major obstacles in getting exams and courses up and ready is the delay in receiving these materials from instructors. The last minute changes and updates to the course guarantee errors that go unnoticed due to lack of time and resources. A discussion ensued to suggest that Dr. Pracht talk to the chairs of this issue. A possibility was that the departments would be charged for any delay in instructor's providing exams to ETA. Members suggested that faculty can be contacted first by S. Srinivasan and then by Dr. Pracht should things not improve. Dr. Pracht also suggested that ETA develop a calendar of all exams and S. Srinivasan suggested that this is already being done for tech support purposes.

6. General Updates: (S. Srinivasan)

- a. Summer 09 Courses (29 courses)
 - i. 15 graduate (3 core, 1 Mental health, Seminar on-campus)
 - ii. 14 undergraduate
- b. Instructional Guidelines for Campus Courses
 - i. See attachment. APCC committee approved it. Made changes per feedback, final posted on website if all ok.
- c. Raptivity Update
 - i. CON reviewing it, COM said they will wait. CTE is also researching the product
 - ii. USF Computer store is setting up agreements with Raptivity to get discount educational pricing
- d. Technology Fee Proposal Submission
 - i. Submitted proposal to fund both computer labs with new hardware and sought support for lab position
 - ii. Should hear back in late Summer or early Fall about this proposal
- e. PSI Grant Update
 - i. ETA has been contracted to re-do the PSI project (Dr. Bryant) in French. Hired a student who is French speaking who will assist ETA and PSI complete this project
- f. Master Course Update
 - i. We have a total of 19 students in Tampa location. Registration is now closed.
- g. Publications and Presentations
 - i. Kay Perrin's Blog on India
 - ii. Blended Learning Manuscript submitted: Journal of the Research Center for Educational Technology
 - iii. Epidemiology Poster Session accepted: World Federation of Public Health Association's 12th World Congress on Public Health in Istanbul, Turkey
 - iv. 25th Anniversary video and website

7. New Business:

Dr. Haiduven informed the group that the Florida Public Health Institute is offering a Master Course in Applied Public Health state-wide in 6 satellite locations. Tampa is one such site and ETA is assisting with the technical set up etc. Videoconferencing will be used to connect sites and speakers for this 2 week course in June. Registration is now closed for the Tampa site.

Dr. Haiduven also requested that a laptops status update be given to the members in the next meeting.

The meeting was adjourned at 3:00 PM.

Next Meeting: May 28, 2009, Deans Conference Room.