

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

**Meeting Minutes  
February 5, 2009  
2:00 pm to 4:00 pm  
Dean's Conference Room**

*Present:* Haiduven, D., Mlynarek, S., Mortimer, J., Pracht, E., Srinivasan, S., Sanchez-Anguiano, A., and Wathington, D.

*Absent:* Abbott, A., Burke, S., Baldwin, J., Perrin, K., and Dejoy, S.

Dr. Haiduven called the meeting to order at 2:05 pm

**1. Review and approval of minutes of November 20, 2008 meeting (DH)**

Dr. Haiduven reviewed the minutes of November 20 meeting and the group approved it with no changes.

**2. Update from Faculty Assembly and Approval of Requested Paragraph (D. Haiduven)**

Dr. Haiduven reported that the Faculty Assembly voted for the ETA task force to be a standing committee of the Faculty Assembly. Dr. Hammad suggested that a charge statement be created and submitted to him. Therefore the group reviewed the wording of the draft of the proposal. Some discussion the followed were as follows: members should be chosen by the departments; students should be chosen based on recommendations from Chairs, students' associations, AA Dean. The committee will consist of ex-officio members namely, Academic Affairs Associate Dean, Academic Director of ETA and Director of ETA. In addition students will not be able to vote on any matters. The final changes to the proposal will be submitted to Dr. Hammad and the Faculty Steering Committee after which it will be presented it in the next faculty assembly meeting for final approval.

**3. Faculty Evaluations (S. Srinivasan)**

S. Srinivasan initiated the discussion of poor response rates for online course and faculty evaluations. She mentioned that some tenure-track faculty have expressed concern over that evaluations and asked if there were any options to improve the same. Since the large meeting demo from College of Nursing, an additional demo is being constituted for the following meeting. In the meantime, it was suggested that we may want to send a letter to the tenure committee (APT) informing them to evaluate each package with the understanding that response rates are low for online courses and that faculty should not be penalized due to this reason. USF Health IS is invited to present the evaluation application that they built for College of Medicine and Nursing.

**4. Committee Membership and Appointments (D. Haiduven)**

Dr. Haiduven explained that all memberships and appointments that are overdue to this group will be held off until a final decision has been made to the committee's inclusion in the faculty assembly. She will keep the members posted with updates.

**5. Videostreaming Capabilities (S.Srinivasan)**

S. Srinivasan informed the group that ETA is exploring outfitting certain classrooms in the College with video streaming capabilities. At this point the preliminary quotes are for \$42,000 and \$56,000 depending

on the number of rooms etc. The Media encoder purchased is expandable up to 4 rooms and additional ports are available to expand it furthermore. This initiative is supported and cleared by the Dean. She informed that final numbers are due in the next couple of weeks; she can bring the final numbers as well as a list of uses for the technology to the next meeting. Work on the project is likely to begin between end of Spring and beginning of Summer semesters.

## **6. Raptivity Software (S. Srinivasan)**

S. Srinivasan explained that ETA is looking into a software program called Raptivity. Over 225 learning interactions in Flash can be created using a simple interface. She explained that the benefits are largely for students who can have access to practice activities in online courses. The cost of one license is \$3000 not including maintenance and support if necessary. After a brief demo, the group approved the purchase. She explained that she will introduce the program to main campus to see if similar interest and thereby multiple license discount could be obtained.

## **7. General Updates: (S. Srinivasan)**

- a. Spring 09 Courses. 2905 registered 954 graduate, 1951 undergraduate. Sex, beer and chocolate is the only blended/hybrid course that ETA is supporting.
- b. Instructional Guidelines for Campus Courses. Feedback was received from the Curriculum Committee, these comments will be incorporated and a new document will be presented in the next meeting.
- c. ETA Tech Workshops for Spring 2009. Monthly workshops are scheduled for this semester. Safe Assign - March 19, Wikis and Blogs in Assignments – April 16 and Elluminate – May 21.
- d. USF eCampus and Technology Fee. Fall 08 fee enforced \$50/credit graduate. \$30/undergraduate. Details are being discussed on main campus as to how to best utilize these funds.
- e. ETA laptops. Three laptops are currently loaned out to faculty. One laptop is used for office demonstration purposes. We have two additional laptops that are not loaned out yet.
- f. USF Health Continuing Education Partnership. Since the December Angel meeting there has been no information on this project.
- g. ETA Multimedia Room. This room now has custom new furniture. ETA has requested the Dean's office to provide additional space for a second room as it is loud during student classes start and release times.
- h. 2009 Meeting dates and times (3/26, 5/28, 7/23, 9/24 and 11/19). The new 2009 meeting dates were noted and approved.

## **8. New Business:**

Dr. Haiduvén 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. Details have been emailed out to all students, Tampa will have approximately 14, registration was still open till first week of March.

The meeting was adjourned at 4:00 PM.

**Next Meeting: March 26, 2009 from 2-4 pm, Deans Conference Room.**