

**Faculty Council on Teaching and Learning**  
**2013-14 Annual Report**  
**Submitted by Craig Allen, Chair**

**Summary:**

The council met eight times during the 2013-2014 academic year. At two of those meetings the council was unable to conduct business because too few members attended to constitute a quorum. Issues and projects discussed in the council included the transition to all online (paperless) course evaluations, online and hybrid courses and online degree programs, implementation of the Canvas learning management system and Tegrity lecture recording tool, a possible transition from Tegrity to Panopto, changes to MyPlan, use of/best practices for anti-plagiarism software, the possible integration of e-Texts and the Canvas learning system, implementing the Husky Experience, drafting seven-year teaching and learning goals as part of the accreditation self-study process and selection criteria for university Innovation Fund Teaching awards.

Over the summer, FCAS chair Patricia Kramer approached FCTL regarding the possible formation of a joint ad hoc subcommittee to address a number of cross-cutting or “gap” issues raised by online courses. In particular, revisiting definitions and criteria for “course” and “course credit.” See November minutes. This led to a fuller discussion among council members regarding the mission of FCTL and its relations to FCAS and the UW Curriculum Committee. No council members spoke out in favor of forming such a subcommittee at this time; however, the council members unanimously voted to recommend to the senate leadership that a member of FCTL be appointed to the University Curriculum Committee.

The UW-IT representative requested FCTL feedback to assist the UW Center for Teaching and Learning in developing “best practices” for the use of anti-plagiarism software. Some on the council felt that we should first get a sense of the students’ views, and the ASUW representative pledged to gather those views (see November minutes). In May, the FCTL chair agreed to the FCAS chair’s proposal to address the following issues: 1. Establishing the language for student notification and how and when that notification occurs (e.g. first day and syllabus); 2. Whether or not TurnItIn is the only software that faculty may use; 3. Storage/retention of student work beyond the quarter; 4. The "Faculty Guidelines for Using Turnitin" included a statement at the end that said "Use of Internet Services to evaluate plagiarism should be conducted only through the license agreement selected and authorized by the University". Is that from the University Turnitin contract? Is it official wording? However, the council did not have a quorum at the June meeting, so the matter will be carried over to the next AY.

The ASUW representative briefed the council on the students’ efforts to develop a TA Best Practices Guide. The council complimented ASUW on its initiative, offered some suggestions for improvement and expressed their interest in seeing the final version. See November minutes.

Course Evaluation Changes: In 2009, the Washington State Legislature passed a bill directing all state agencies, including the University, to reduce its paper consumption by 30%. To hear more about how the UW has responded, we invited two members of the Paper Reduction Committee to make a presentation to the committee on their work. One measure to achieve that goal is the transition to paperless online Course Evaluation system. The council has in the past voiced its concern over the potential for online evaluations to result in lower student response rates. Available data suggests those concerns may not be well founded; initial response rates have been at least as good as with paper evaluations. See January minutes.

FCTL continued to address faculty concerns over distribution of course evaluations posted on the [Course Evaluation Catalog](#) web site to those outside UW. In 2012, Nana Lowell (UW-OEA) learned that students from the Information School had provided public access to results of student evaluations of courses they obtained from a web site accessible only to those with a UW NetID. The practice of giving access to these evaluations only to individuals with NetIDs had been put in place based on discussions in the former Faculty Council on Instructional Quality, after consulting the Attorney General's office. This was done because of two concerns, the first being potentially inappropriate use of faculty evaluations by individuals not affiliated with the university, and the second being restrictions on the publication of evaluations of teaching assistants included in the bargaining agreements with their union. An inquiry about this matter was referred to the Attorney General's office for advice, but the AG's office has ignored the request. At its February 2014 meeting, members of the FCTL recommended adding a disclaimer to the web site for faculty teaching evaluations warning that **"Information on this site is intended for use by members of the UW academic community. Publication or redistribution of this information to any individual without a current UW NetID is prohibited."** (see January minutes). The disclaimer was later added to the CEC web pages.

Online and Hybrid Courses: Council time devoted to online and hybrid learning discussions continues to increase. Many of the discussions take place in information sessions, rather than as part of a presentation seeking council views or recommendations on alternative courses of action. The expectation is that when the Task Force on Online Education completes its work (sometime next academic year?), much of the implementation will fall to FCTL.

1. At its January meeting, the council hosted Jim Gregory, co-chair of the UW Task Force on Online Education. Jim provided the members an overview of the task force's charge and work plan. See January minutes.

2. On April 4, 2013, former FCTL chair Jan Carline transmitted to President Young the council's report on hybrid online learning. At its January 9, 2014, the council hosted Jim Gregory, co-chair of the UW Task Force on Online Learning, to learn the scope of its work and its relevance to FCTL's mission. On February 25, 2014, President Young responded to the 2013 FCTL letter (A copy of President Young's reply letter to the council is attached to this report as Exhibit A). The president thanked FCTL for its efforts, then went on to cite several UW teaching-with-technology success stories. At the same time, the president indicated that he shares FCTL's concerns about maintaining quality and monitoring faculty effort with regard to online teaching and recognized there "is considerably more work to do." In response to FCTL's recommendation for supplemental faculty funding for support of hybrid courses, he indicated that he and the provost are giving it "serious consideration," indicating that such support is central to their vision in the 2Y/2D initiative and in the Center for Teaching and Learning. The council voted unanimously to prepare a response to President Young's letter advising him that the council intended to follow up next fall to assess the amount of progress made in achieving the goals set out in the president's letter (a copy of the FCTL letter is attached as Exhibit B).

The FCTL chair met with a faculty member who expressed concern about the level of effort by the university to address the "achievement gap" among underrepresented minorities and more specifically the quality of and access to the UW Instructional Center. The council discussed the faculty member's concerns and invited him to present his concerns to the committee in person; however, after an escorted tour through the Instructional Center, he felt that his questions had been adequately answered. He continued to express his concern that the Instructional Center is not adequately funded.

Senior Vice Provost for Academic and Student Affairs Gerald Baldasty requested that he be added as a “regularly invited guest” for all FCTL meetings. The council members agreed. He also requested FCTL support and assistance in several areas: developing teaching and learning goals for incorporation into the UW self-study being prepared for the upcoming accreditation; providing advice on administering the UW Innovation Fund Teaching awards, implementing the UW Two Years to Two Decades (2Y/2D) Initiative, enhancing the faculty role in advising students on career options, including non-obvious career paths for various majors, and helping to define the “Husky Experience.”

The council closed out the year with a discussion of a suggested draft agenda for the council in 2014-15. An outline is included at the end of this summary.

**Council Members for 2012-13 Academic Year:**

**Faculty:** Craig Allen (chair), Jan Carline, Medical Education; Robert Harrison, Forest Resources; David Masuda, Biomedical Informatics and Medical Education; Ellen McGough, Rehabilitation Medicine; Medical Education; Bruce Nelson, Earth & Space Sciences; Jaime Olavarria, Psychology; Jan Spyridakis, Human Centered Design & Engineering; Dan Turner, Business; Jeffrey Wilkes, Physics; Matthew Yeh, Pathology; Brenda Zierler, Nursing

**Presidential Designee:** Ed Taylor, Vice Provost and Dean, Undergraduate Academic Affairs

**Ex-Officio Representatives:** Robert Corbett, PSO; Terry Jankowski, ALUW, Jeff McNerney, ASUW, Russell Hugo, GPSS.

**Regularly Invited Guests:** Jerry Baldasty, Senior Vice Provost for Academic and Student Affairs, David Szatmary, Vice Provost, UW Educational Outreach; Tom Lewis, UW-IT; Nana Lowell, Office of Educational Assessment; Michael Champion, Academic Affairs, Christine Sugatan, Center for Teaching and Learning.

## SUGGESTED FCTL AGENDA ITEMS FOR 2014-2015 AY

1. Possible recommendation to Senate leadership to amend the council's charge, to be more responsive to contemporary challenges and opportunities facing higher education.

Current FCTL Charge: "responsible (as described in Section 42-33) for all matters of policy, both academic and non-academic, relating to improvement of teaching and learning in the University; including distance learning, educational outreach, and Summer Quarter, and the use of educational technology in instruction."

2. Measures to broaden council membership, particularly among Arts & Sciences faculty.
3. FCTL role as the heir apparent to the UW Task Force on Online Learning.
4. University policy on anti-plagiarism software.
5. FCTL role with respect to the University's 2Y/2D initiative and achieving the Husky Experience.
6. Defining (redefining) FCTL relationship with:
  - a. Faculty Council on Academic Standards
  - b. UW Curriculum Committee (in Office of the Registrar). Select an FCTL member to serve on UWCC.
  - c. Center for Teaching and Learning
    - Annual spring Teaching & Learning Symposium
    - Fellowship programs
  - d. UW IT (Canvas, Tegrity/Panopto, MyPlan and other technology tools)
  - e. UW Office of Education Assessment
  - f. Office of Educational Outreach
7. Seven-year teaching and learning goals in the accreditation self-study program
8. Means to more effectively translate FCTL studies and initiatives into action.