The Faculty Council on Educational Technology met Thursday, October 20, 2003, at 9:00 a.m., in 36 Gerberding. Chair Kimberlee Gillis-Bridges convened the meeting at 9:02 a.m.

**Present:**
Professors: Berger, Brixey, Gillis-Bridges, Goldberg, Kitts, Rojas, Zivot
Ex-Officio: Lewis, McMurrer, Macklin, Szatmary

**Absent:**
Professors: Kirschtel, Leggott, Prakash, Roth, Sinanan
Ex-Officio: Albrecht, Hurley

**Synopsis:**
1) Introductions/Announcements/Minutes/Agenda
2) Proposed Educational Technology Guidelines for Deans and Department Chairs – discussion of topics, length, timeline, integration of data from the Faculty and Student Surveys on Educational Technology, development of an assessment mechanism for information technology literacy.

**Introductions/Announcements/Minutes/Agenda**
Gillis-Bridges invited new and returning members to introduce themselves. The May '03 minutes and the October 20 agenda were approved as submitted.

**Proposed Educational Technology Guidelines for Deans and Department Chairs**
During the 2002-2003 academic year, FCET decided to create a report on Educational Technology to distribute to Deans and Department Chairs. The report is intended to educate and guide those on the DDC list in the benefits and uses of educational technology.

Issues and supporting data might include
- Infrastructure status – e.g., a new building on campus wired for technology but not working
- Assessment of the current state of information and communications technology at the UW
- Definitions of the ways students are using technology, from the PETTT/OEA survey
- Student perceptions of their information literacy vs. reality of their literacy
- Student expectations for use of technology in learning vs. faculty goals and pedagogy
- Technological literacy of the faculty vs. opportunities/incentives for faculty technology education
- Use of Web, email, and instant messaging in teaching and learning
- Use of technology in education and testing services
- What do student expect vis a vis Ed Tech in the classroom?

Michael Goldberg proposed the report include a technology mentoring approach, where small cohorts of faculty receive intensive instruction in technology and then form mentoring groups to teach the technology to other faculty and support them in technology use.

Arnie Berger recommended a "best practices" section in the report title, which could describe what faculty members or others have done to use ed tech successfully.

David Szatmary stressed funding issues and would like to see some mention of them in the report. The UW is falling behind other institutions in many areas, including ed tech. Laying out a specific agenda for ed tech, including costs, would be important. Gillis-Bridges said that perhaps the upcoming educational compacts with the state legislature could provide a funding avenue. Technological literacy agreements might include a funding compact, with funding provided as long as goals are met.
Scott Macklin commented that this report may be a moment where FCET could collect everything about ed tech under one umbrella, from policy to funding, and give a picture of ways faculty could transform teaching and learning at the UW. Incentives for faculty could include credit for promotion and tenure, for those who pioneer significant advances in ed tech and share the knowledge. Eric Zivot observed that most faculty are focused on their own disciplines. They want ed tech tools and guidelines, but do not see ed tech as an end in itself.

Macklin is also intrigued by the possibility of technological-literacy linked courses, similar to the writing links that have been offered for many years.

Michael Goldberg wants to see an emphasis on electronic portfolios, which are low impact and allow students to collect and assess their own work over time, as well as providing faculty with assessment opportunities. The report should be careful not to reproduce less than best practices.

After further discussion, it was decided to use the 2003-2004 academic year to continue to research, discuss, and shape a report on ed tech for the DDC list and for general dissemination.

The meeting was adjourned at 3:29 p.m. Minutes by Linda Fullerton, Recorder.