

EASTERN MICHIGAN UNIVERSITY
Commission on the Future of Instructional Delivery: Innovations Subcommittee
Proposed Meeting Agenda
21 January 2005 / 3:00 – 5:00 p.m. / 386 Marshall Building

Members: J. DeCamp; R. Lucas; C. McAnuff; D. Silverman **Excused:** D. deLaski-Smith
Resource Expert: S. Williams

Time	Item	Presenter	Desired Outcome	Resources
3:00 - 3:20	1.0 Call to Order 1.1 Presentation of Proposed Agenda 1.2 Guiding Points from 7 Jan Meeting to frame today's discussion 1.3 Review of discussion on surveys from 17 Jan full Commission Meeting	1.0 D. Silverman 1.1 SubCommittee 1.2 SubCommittee 1.3 SubCommittee	<ul style="list-style-type: none"> • Consensus • Review progress to date by SubCommittee & full Commission 	<ul style="list-style-type: none"> • Proposed Agenda • Minutes of 7 January 2005 disseminated electronically for review and approval • Meeting notes from SubCommittee members who attended 17 Jan Commission meeting
3:20 - 4:15	2.0 Drafting of Faculty and Student Surveys 2.1 Focus of Need 2.2 Definition of Problem Statement(s) 2.3 Identification, Formatting, and Organization of Items	2.0 SubCommittee S. Williams	<ul style="list-style-type: none"> • Consensus • Draft of surveys initiated 	<ul style="list-style-type: none"> • Address challenge to enable every graduate of EMU to be assessed by 2010 on academic achievement, skills in leadership, teamwork, problem solving, time management, self-management, adaptability, analytical thinking, global consciousness, and basic communication
4:15 - 4:30	3.0 Discussion on Methodology to be Utilized To Conduct, Analyze Surveys and to Disseminate Results 3.1 Sample sizes 3.2 Analysis of Data 3.3 Reports and Dissemination	3.0 SubCommittee S. Williams	<ul style="list-style-type: none"> • Consensus • SubCommittee will self-identify roles and responsibilities 	<ul style="list-style-type: none"> • Identification by SubCommittee and S. Williams of what methodologies are feasible to survey on- and off-campus faculty and students • Identification of additional partnerships to enhance responses from surveys, e.g., Student Government Leadership, Faculty Council, Deans Advisory Council
4:30 - 4:55	4.0 Establish Timeline for Surveys 4.1 Human Subjects Review	4.0 SubCommittee S. Williams	<ul style="list-style-type: none"> • Consensus • Possibility of expedited review and approval 	<ul style="list-style-type: none"> • Roles and responsibilities are delineated and noted by SubCommittee members
4:55 - 5:00	5. Confirm next meeting date and agenda 5.1 Adjourn	5. Subcommittee Chair	<ul style="list-style-type: none"> • Consensus 	<ul style="list-style-type: none"> • 28 January 2005 • 3 – 5 p.m. • 386 Marshall Building