

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

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

Time	Item	Presenter	Desired Outcome	Resources
20 · 20	1.0 Call to Order 1.1 Presentation of Proposed Agenda 1.2 Designation of Recorder for this meeting 1.3 Review of discussion on surveys from 21 Jan SubCommittee Meeting	1.0 D. Silverman 1.1 SubCommittee 1.2 SubCommittee 1.3 SubCommittee	<ul style="list-style-type: none"> • Consensus • Designate Recorder • Review progress to date by SubCommittee & full Commission 	<ul style="list-style-type: none"> • Proposed Agenda • Minutes of 21 January 2005 disseminated electronically for review and approval • Meeting notes from SubCommittee members who attended 21 Jan SubCommittee meeting
20 · 15	2.0 Drafting of Faculty and Student Surveys 2.1 Identification, Formatting, and Organization of Items of Faculty Survey 2.2 Initial discussion of items for Student Survey	2.0 SubCommittee S. Williams	<ul style="list-style-type: none"> • Consensus • Draft of Faculty Survey finalized • Ideas for items on Student Survey discussed 	<ul style="list-style-type: none"> • Address ideas raised at 21 January meeting
15 · 30	3.0 Discussion on Methodology to be Utilized to conduct, analyze surveys and to disseminate results 3.1 Finalize sample sizes 3.2 Process to analyze 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
30 · 55	4.0 Establish Timeline for Surveys	4.0 SubCommittee S. Williams	<ul style="list-style-type: none"> • Consensus 	<ul style="list-style-type: none"> • Roles and responsibilities are delineated and noted by SubCommittee members
55 · 00	5. Confirm next meeting date / recorder 5.1 Adjourn	5.0 D. Silverman	<ul style="list-style-type: none"> • Consensus 	<ul style="list-style-type: none"> • Date / Time: • Place: • Recorder: