**FEAD Meeting 2-5-15**

*Committee Attendance: Tatum Hansen, Dr. Knedler, Dr. Hannaford, Dr. Holiday, Dr. Bourett, Dr. Palmer, Dr. Maharry, Leslie Collins, Kathy Earnest*

*Guests: Dr. Shawn Holiday, Graduate Director*

Dr. Shawn Holiday came to the meeting to visit with the committee about a possible alternative to LiveText. Dr. Holiday, along with Dr. Warden & Dr. Hannaford, have been exploring alternatives to Livetext. There have been problems with LiveText – mainly poor customer support, the program is not very user-friendly, and it is cumbersome to use for assessments.

Dr. Holiday has been visiting with ALCA. (Aurora Learning Community Association; based in Fairview – Sacket family) ALCS is currently working with 200 public schools in Oklahoma setting up learning communities and providing assessments. Additionally, ALCA is currently working with OSU and in discussions with NWOSU (trying to move into higher ed)

* ALCA is willing to build a custom system specific to NWOSU’s needs
* Faculty portfolios would be developed with an automated system to score and provide comments/feedback
* Dr. Holiday is arranging for ALCA to come to campus after spring break to do presentations, start with faculty portfolios
* Goal is to keep it simple & user-friendly
* Discussion of fees; still be a student cost but will be similar to what students are currently paying for LiveText (for education students; graduate students)
* New system should have the ability to cut/paste from word or excel
* Students currently in LiveText – would stay and complete (1-2 years)
* New students would start in the new system

The committee discussed questions about a potential change from LiveText:

* Questions about transferring faculty portfolios from LiveText to new system
* All or none – university wide (not have multiple platforms)
* Ability to view multiple documents at once
* Need for automation on scoring – including comments
* Some investigation into other alternatives has been done (visited with other institutions) Are there other options available for faculty portfolios? (for comparison?)
* Pros – local, good customer support, ability to customize to NWOSU
* A motion was made by Dr. Palmer, 2nd by Dr. Hannaford, to go ahead with presentations from ALCA; motion passed

Other Business:

The committee discussed potential updates or changes to the current system. It was suggested that if we make a change to a new system, this would be a good time to update items such as the rubric, website, and other documents related to faculty evaluation.

Some comments/discussion included:

* Need for training on evaluation for reviewers
* Updates to website
* Selection of peers – more clearly defined
* Changes/updates to the Rubric and portfolio outline

Dr. Maharry asked committee members to review the documents on the current website and make notes of items that need to be updated. At the next meeting, the committee will address suggestions for updates.

Next meeting: **Thursday, February 26th @ 3:30pm**