

University of Washington  
Faculty Council on Teaching and Learning  
Meeting Summary  
June 5, 2014, 10:30 am – 12:00 pm  
Gerberding 142

**Meeting Summary:**

1. Call to Order
  2. Approval of the Minutes from May 1, 2014
  3. Agenda Items for 2014-15
  4. Innovation Fund Teaching Awards
  5. Anti-plagiarism Software
  6. MyPlan Update.
  7. Good of the Order
  8. Adjourn
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**1) Call to Order**

The meeting was called to order by acting chair Turner at 10:35 a.m. Due to lack of quorum the council was not able to take official actions.

**2) Approval of the Minutes from May 1, 2014**

The minutes from May 1, 2014 were not approved due to lack of quorum.

**3) Agenda Items for 2014-15**

Members discussed possible agenda items for the following academic year prepare by Allen:

- 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."
- Measures to broaden council membership, particularly among Arts & Sciences faculty.
- FCTL role as the heir apparent to the UW Task Force on Online Learning
- FCTL role with respect to the University's 2Y/2D initiative and achieving the Husky Experience.
- Defining (redefining) FCTL relationship with:
  - Faculty Council on Academic Standards
  - UW Curriculum Committee (in Office of the Registrar). Select an FCTL member to serve on UWCC.
  - Center for Teaching and Learning
    - Annual spring Teaching & Learning Symposium
    - Fellowship programs

- UW IT (Canvas, Tegrity/Panopto, MyPlan and other technology tools)
- UW Office of Education Assessment
- Office of Educational Outreach
- Seven-year teaching and learning goals in the accreditation self-study program
- Means to more effectively translate FCTL studies and initiatives into action.

Baldasty suggested including effective use of current learning spaces. Following a recent consultant's review it appears that UW uses a 20 hours/week time schedule when scheduling classes. If classrooms are used between the times of 8am – 6pm there would be fewer conflicts with room scheduling. Additionally, there is a possibility to require strict time blocks for classes and allow for 15 minutes between class times.

Discussion ensued. Additional agenda items include:

- UW learning spaces
- Assignable classroom space in new building construction
- Classroom support services
- Integration with other university faculty councils and task forces
- Triennial faculty/student survey
- Use of Catalyst, WebQ, and Altrics

#### **4) Innovation Fund Teaching Awards**

Jerry Baldasty was present to discuss draft criteria for the Innovating Fund teaching award. Baldasty has been researching peer institutions on how to define innovating teaching strategies and is requesting feedback on UW's new initiative. Baldasty reminded members the initiative will fund \$100,000 over 2-3 years to support faculty develop new, innovative methods of teaching. The initiative is envisioning a process where proposals are successful and have an impact on teaching at UW. Discussion ensued. Concern was raised about scalability of proposals and if criteria could be developed to collect data in order to evaluate results. A comment was raised stressing the importance in collecting information in order to disseminate findings that are successful.

Discussion ensued about eligible faculty participating in the initiative. The Innovative Fund teaching award applies to full-time faculty. Discussion ensued about contingent faculty, lecturers and knowledge of innovate teaching methods. A suggestion was made to clarify the eligibility for faculty members in order to participate which may take into account a candidate's experience and knowledge of innovative teaching techniques. Additional factors were discussed including the time commitment for new proposals and additional funding for assessments. A comment was raised stressing the importance of sustaining innovative teaching techniques that result from this initiative. Additionally, it is important to create consistency in teaching methods and prevent constant changes across UW every time a new, innovative teaching method is discovered.

#### **5) Anti-plagiarism Software**

Lewis provided an update to Turnitin. Initially, Lewis' office needed assistance from faculty on how to develop guidelines on the use of Turnitin and its integration into the classroom. The Registrar's Office approached the Faculty Council on Academic Standards (FCAS) which forwarded the issue to FCTL for

review. From past discussions the most common concern has been storing student work into a large database. Lewis clarified that while assignments are stored in the database to be compared with future work they cannot be identified in the database. Corbett explained that according to the university registrar faculty cannot use other anti-plagiarism software services. Specifically, the guidelines state “faculty shall not submit papers prepared by UW students to other plagiarism service providers not supported by UW”.

Members discussed the notification process for students. Turner mentioned that the use of Turnitin solves a different type of academic misconduct: parallelism in submission. Turner clarified this is when students collaborate together on assignments and turn in papers separately. In speaking with the Attorney General’s office faculty cannot require students to use Turnitin because waiving FERPA rights is voluntary. If a student chooses not to waive their rights then faculty must provide alternative means to submit assignments. Lewis explained that in order for the assignment to be removed from the database at the end of the quarter the student must request the removal at the time of submission or at the end of the quarter. Members discussed their personal experiences using this service.

Members discussed Lewis’ proposed guidelines, “Tech Checks for Paper Originality and Citation Practices”, which acts as a description and FAQs of Turnitin. Lewis explained his primary goal is to ensure faculty understand they cannot use other anti-plagiarism services and students should be notified of Turnitin in the classroom and in the course syllabus. Lewis noted that students will be able to review language regarding the use of Turnitin every time they submit an assignment. Members discussed additional language to be included in the guidelines, including parallelism in submissions. A question was raised asking about the timeline and when the guidelines will be finalized. Lewis explained he will wait for feedback from Allen and Wilkes and will approach the council in Fall Quarter 2014 with another version.

## **6) MyPlan Update**

Nana Lowell was in attendance to discuss recent updates to MyPlan. The primary concern from faculty and FCTL is allowing course evaluations to be immediately adjacent to course listings at the time students are registering for classes. There is concern that having course evaluations available through this format will influence students to make registration decisions based solely on small differences in averages. Lowell is expecting this service to be available for students in October which is why the council’s feedback is critical. Work is being done to incorporate course evaluations into the web interface but based on the council’s recommendation changes could be made. Lowell suggested presenting this issue to the council in Fall Quarter 2014 prior to the rollout when there is more information to report on.

## **7) Good of the Order**

Turner reported on Allen’s appreciation to members for their important work on the council.

## **8) Adjourn**

The meeting was adjourned by acting chair Turner at 12:00 p.m.

**Present:**       **Faculty:** Turner (acting Chair), Nelson, Wilkes  
                  **Ex-Officio Reps:** Corbett, Jankowski, Hugo  
                  **Guests:** Nana Lowell (Director for Office of Educational Assessment), Jerry Baldasty  
                  (Senior Vice Provost for Academic and Student Affairs), Tom Lewis (Director for  
                  Academic & Collaborative Applications, UW-IT)

**Absent:**       **Faculty:** Allen, Harrison, Masuda, McGough, Olavarria, Schwartz, Spyridakis, Yeh, Zierler  
                  **President's Designee:** Taylor  
                  **Ex-Officio Reps:** McNerney