Meeting Minutes


**Summary of Subgroup Activities** - Dr. Hanson summarized the subgroup’s work so far. The subgroup, including Drs. Hanson, Hack, Marsiske and Prins, Truly Hardemon and Dayna Galganski, has completed the CANVAS draft of the Learning Objectives Competency Module Level 1-2 and designed partial components of the second module, Syllabus. A link to the Teaching Excellence page housing the modules was provided to the group for review prior to the meeting. Dr. Hanson asked for feedback on the current template, specifically for style, content, visual presentation, and ease of use.

- **Feedback on Learning Objectives Module Design** - The group provided general feedback on the composition and content of the Teaching Excellence site. The group recommended:
  - Streamlining movement across sections, including reducing number of steps to move from one task to the next and clarifying subheaders and use of icons so that movement is more straightforward.
  - Adjusting language in the module to ensure that faculty know the initial exercise is not an assessment, but a learning activity.
  - Removing the option to choose at which level faculty may begin. After going through Level 1 material, faculty from the task force indicated they benefitted from the material even if they were experienced teachers. Therefore, they recommended everyone begin at Level 1.

**Action:** The subcommittee will consider the above suggestions, along with other comments and present a revision via e-mail or at the next task force meeting.

Next Full Task Force Meeting: Friday, June 30, 2017 from 11 am – 12 pm in HPNP DO Conference Room 4102