

September 7, 2011

To:

Chair: Lisa Rothrauff, Manager of Training and Support, UCB
Kirk Alexander, UCD
Rosemary Capps, UCD
Chris O'Neal, UCI
Kumiko Haas, UCLA
Michelle Lew, UCLA
Mike Truong, UCM
Leo Schouest, UCR
Kim DeBacco, UCSB
Robin Ove, UCSC
Christine Bagwell, UCSD
Christian Burke, UCSF

Re: Charge to the Instructional Design and Faculty Support Sub-group of the Education Technology Leadership Group

This letter is to thank you for your willingness to serve on the Instructional Design and Faculty Support (IDFS) Workgroup of the UC Educational Technology Leadership Group (ETLG) for the year 2011-2012. The chair of the sub-group for the 2011-2012 academic year is Lisa Rothrauff, Manager of Training and Support at UC Berkeley. We, Mara Hancock, Director of Educational Technology at UC Berkeley, and De Gallow, Director of the Teaching, Learning & Technology Center at UCI, serve as the liaisons between this sub-group and the larger ETLG committee.

This memo is meant to outline the charge of the IDFS sub-group. It is based on the charge that UC Vice Provost Peter Siegel articulated to the larger ETLG committee in December of 2009. In that memo, VP Siegel wrote that the purpose of the ETLG was to:

- Provide analysis, information-gathering, and recommendations on a wide range of educational technology issues and initiatives referred for consideration by the Instructional Technology Leadership Council and UCOP;
- Identify, assess, and make recommendations on promising emerging technologies and future directions for educational technology for UC;
- Promote cross-UC campus communications related to educational technology, through Working Groups (WG) associated with and reporting to the ETLG. These WGs will focus on such areas as online teaching and learning, pedagogy and technology, learning spaces, media production, etc.
- Investigate various methodologies and instruments for the analysis of the effectiveness of technologies and related programs in improving both teaching and learning; and to make recommendations regarding how to effect this kind of evaluation broadly on our campuses and collectively across our campuses, so we are confident in the value of our investments for education;
- Build a sense of community and collaboration around educational technology across our campuses.

Following from that directive, the charge of the IDFS sub-group is to discuss, investigate and/or make recommendations related to issues, practices, policies and technologies related to effective teaching and

learning, Instructional Design, faculty training and faculty support. Specific discussion topics may come from the ETLG, or may originate in the workgroup itself.

Priorities for the 2011-2012 academic year include:

- Inform blended and online courses with pedagogical best practices through participation in OIPP course design and development and through the creation of an online module that models and demonstrates what's entailed in developing high quality online courseware
- Facilitate campus conversations and community building, focused on teaching with technology. One suggested strategy is to create a common calendar of IDFS events that are open to all UC faculty
- Develop strategic relationships with key faculty/departments across each of our campuses, and share strategies within IDFS for extending and deepening those relationships
- Identify and promote best practices in undergraduate teaching and assessment in line with ETLG Assessment working group's recommendations by learning about and contributing to their discussions

The Workgroup members were (mostly) appointed by ETLG members, in consultation with appropriate leadership on each campus. At the end of each academic year, the IDFS WG summarizes its activities and presents its recommendations in a brief but formal report to the ETLG, wherein they will be included in a report to the ITLC. The IDFS WG may also be called on to provide brief white papers or Executive Summaries of requested recommendations throughout the year.

If you are currently unable or unwilling to serve on this committee, please contact Mara Hancock (mara@media.berkeley.edu). Chris will follow up with senior leadership on your campus to determine a replacement.

Sincerely,

De Gallow and Mara Hancock
ETLG Liaisons to Instructional Design and Faculty Support Sub-group
UC Irvine and UC Berkeley