Instruction and Research Committee

Final Report
2018-2019

Members:

A. Shephard, Chair (Fashion & Textile Technology)
L. Anselmi (Anthropology), C. Cardina (Health, Nutrition/Dietetics), J.J. Chen (Art Conservation), David Ettestad (Physics), K. Fulcher (Speech-Lang. Pathology), E. Harvey (Library), A. Liao (Communication), W. Paterson (Dean, SOE- Liaison) A. Patti (Exceptional Education), M. Pereira (Prof. Staff), J. Rivera (Political Science), K. Vince Garland (Except. Ed.), S. Ware (Student)

Charge: The committee on Instruction and Research shall concern itself with those aspects of policy that relate to:

- The improvement of Instruction and the development of services and resources necessary to carry out or enhance this function;
- The use of time and resources (e.g., scheduling, registration, and the college calendar);
- Evaluating of student progress and teaching effectiveness;
- Grading, withdrawal from courses, experimental and special instructional methods, innovative practices, and maintenance of quality education; and,
- The stimulation and support of research, scholarship, and creativity

Name of Chair Submitting Report: Arlesa Shephard

Anticipated Vacancies in 2019-2020:

Five committee members have terms that are expiring, and an additional person will be leaving the committee due to a sabbatical. It is anticipated that 3-4 of these members will be interested in renewing for another term; therefore, there will be a few positions available for new committee members.

Approximate Number of Meetings:

The I&R Committee had eight face-to-face meetings and communicated regularly over email.

Annual Report:

The following business was conducted by the I&R Committee:
I. Course Audit Policy
   a. The I&R Committee introduced the new Course Audit Policy to the Buffalo State College Senate in October 2018.
   b. The Course Audit Policy was passed by the Buffalo State College Senate in December 2018.
   c. The committee recommended that a year be given to enable administrative units appropriate time to make necessary updates to technology and processes and have the ability to test the procedures before fully implementing the policy.

II. Policy on Grading (DOPS I:16:03)
   a. The I&R Committee reviewed the policy and suggested updates to ensure the Policy on Grading is consistent with current practices and the undergraduate and graduate catalogs. Chiefly, the IP and NR grades, which are currently in use, were added to the policy.
   b. The Policy on Grading update was presented to the Buffalo State College Senate in March 2019 and was passed in April 2019

III. Online/Hybrid Course Offering Policy
   a. Buffalo State does not currently have a college-wide policy on offering online/hybrid courses. This type of policy is considered necessary to keep up with changes in course delivery methods in higher education.
   b. A new policy for Online/Hybrid Course Offering was drafted by the Online oversight Committee. The I&R Committee further developed this policy and introduced it to the Buffalo State College Senate in April 2019.
   c. The Online/Hybrid Course Offering Policy will be presented for a vote at the Buffalo State College Senate in May 2019.

IV. Micro-credentialing
   a. The I&R committee worked on gathering research and information on criteria needed to develop a policy on micro-credentialing.
   b. Members of the committee have met with individuals outside of the committee to learn more about micro-credentialing (e.g. a special meeting was held with Margaret Shaw-Burnett from Continuing Professional Studies).
   c. The committee has discussed a list/outline of criteria to be included in a new policy.

V. Agenda item for 2019-20
   a. The committee plans to move forward with the development of a micro-credentialing policy during the next academic year.
b. Other items that may be discussed by the I&R committee include Supplemental Policy on Scholarship Encompassing Applied Research and Scholarship of Teaching (DOPS VI:04:05) and course evaluations.