

**COMMITTEE ON INSTRUCTIONAL DEVELOPMENT (INDEV)  
ANNUAL REPORT, 2018-2019  
Submitted by Michael Weisenburg, Chair.**

During the 2018-2019 academic year, the Faculty Senate Committee on Instructional Development (INDEV) focused on providing consistent, meaningful feedback to proponents based on the submission of their syllabuses. In August, the committee updated its rubric. In the early spring semester, the committee chair worked with members of CTE, Distributed Learning, the committee on Curricula and Courses, and the Graduate School to discuss the development of a common document and the plan to move away from APPS to a new course approval system. These plans are ongoing. In April, Lydia Frass addressed the committee seeking feedback for developing more formalized faculty development courses for those who teach online, with the possibility of developing them into certification courses via CTE. Over the course of the year, we made extensive use of the Academic Programs Proposal System (APPS), which was utilized for review of electronic submissions. Face-to-face committee meetings served as an opportunity to discuss necessary edits with proponents. Proposals that needed editing were returned to the proponent and then either approved electronically or the proponent returned to a subsequent committee meeting. We've done much to streamline the meetings and have been more proactive in communicating with proponents via email phone calls to help mitigate the amount of revisions. New courses approved by the INDEV Committee were then referred to the Curricula and Courses Committee. Existing course adding distributed learning were referred to Faculty Senate for approval. In total, we reviewed 40 courses and ultimately approved 32. The Committee elected Karen Edwards to serve as chair for the 2019-2020 academic year.

**Members of the Committee:**

**Elected**

Lisa Bailey, Business  
Karen Brown, Libraries  
Sara Ernst, Music  
Kirk Fiedler, Business  
Christy Friend, English  
Katie Wolfe, Education  
Michael Weisenburg, Libraries

**Ex-Officio**

Cheryl Addy, Provost's Office  
Tena Crews, Provost's Office  
Aisha Haynes, Center for Teaching Excellence  
Libby Cross, Graduate School

**Appointed Student Representatives**

Karen Edwards, HRSM  
Kajal Ghoshroy, Palmetto College  
[Vacant]  
Markos Hurtt, Undergraduate Student  
Kevin Tabury, Graduate Student

**Committee Meetings, 2017-2018:**

8/21, 9/18, 10/16, 11/13, 12/4, 1/15, 2/19, 3/19, 4/16, 5/14.

**Committee on Instructional Development (INDEV) Charge/Definition:**

This committee shall review distributed learning course proposals for compliance with best practice benchmarks as defined by the university and accreditation bodies. The committee shall then recommend compliant distributed learning course proposals for approval. The membership of the committee shall include seven faculty members elected for staggered three-year terms. The provost shall appoint four other faculty members, for staggered three-year terms, to guarantee broad representation of the colleges and academic ranks. The president of the student body shall appoint one undergraduate and one graduate student to one-year terms, to be confirmed by the Student Senate. Ex-officio members may include representatives from the Provost's Office, Distributed Learning Support Services, Center for Teaching Excellence and Graduate School.