CoRE Meeting Minutes
July 8, 2020

Attending: Richard Van Eck, Rachel Osowski, Erika Johnson, Alicia Champagne
Ken Ruit, Nasser Hammami, Siobhan Wescott, Jeanie McHugo, Jamie Foster,
Glenda Lindseth

Meeting Link: und.zoom.us/j/699087240

1. Call to Order
2. Approve Minutes from 6-10-2020
    a. Motion: Ken Ruit   Second: Alicia Champagne   Vote: Unabnimous
3. Old Business
    a. Needs Assessment—Technology
        i. Statement to FC
            1. *==Computing technology across the school should privilege laptops over desktop computers for purposes of flexibility.==*
            2. *Technology specifications should reflect more than the bare minimum. They should account for future computing needs for faculty and staff working remotely, including capacity to create instruction using more demanding technology.*
            3. *Identify software needed by different programs in order to design and deliver asynchronous instruction should be identified and used to develop a library/bank of materials for use during COVID, as a supplement to face-to-face instruction after a return to campus, and for future off-campus work needs.*
            4. *==Conduct a technology inventory of existing technology and related policies across the SMHS to determine the potential need==*
            5. *Collect "lessons learned" from SMHS programs and faculty regarding current and future needs for COVID and other related challenges for delivery of health care education*
        ii. Infrastructure Resources Planning Groups (Laura Block)
            1. Email went out to all chairs to inventory faculty devices (came from Madhavi).
                a. Will go back to her and be reviewed for funding resources and prioritized basis
            2. Privilege non-technology (numbers 3 and 5, above, but also policies), given the ongoing work?
                a. Perhaps there are more specific questions about technology that the survey did not address, so should consider folding those in if we feel they are needed
                b. Faculty are completing this survey but there is some confusion

    c. IR got the same survey

    d. Best to get a copy of that survey and consider whether there are gaps we need filled for our own purposes.

    e. Not all faculty have seen it from their chairs…

    f. How can be best know what is being done and who we should share our process and findings with.

  iii. Findings from email group survey—Jeanie McHugo

    1. Need to incentivize the use of technologies across school—are preaching to the choir with faculty development offerings.

    2. Visible Body subscription for each student at $49.99

    3. Simucase Memberships for each student at $89

    4. Additional rooms in the SMHS with media site availability. This will enable faculty to record lectures for those students that run into technical difficulties during the live presentation.

Not an exhaustive list--some overlap with what we set as priority

Some programs may overlap functionality by product--are there commonalities (e.g., Access Medicine--could be expanded to include more cases and then other cases so programs might be able to take advantage of those and have cost savings.

Dean Wynne wants to get arms around what was done before, what is being done moving forward (e.g., was synchronous, now synchronous online or asynchronous)--birds eye view. CoRE could perhaps consider drilling down below that level to find out WHAT is being done and how it is being used? What would promote those approaches and capabilities further.

Maybe focus groups would be good next step so can build consensus around needs, purposes, potential common toolsets…

Make sure we also ask about textbooks, etc.,

What are the additional training that might be needed.

We need to build out the interview schedule--what we would ask, in what ways, and in what order

Face to face focus group will uncover things

  iv. Next Steps?

    ● Working group

    ● Survey design

4. New Business

  a. Needs Assessment—Library

  b. Needs Assessment—Faculty Development

5. Other Business

        a. ??
6. Adjourn