

HEALTH SCIENCE CENTER HANDBOOK OF OPERATING PROCEDURES

Chapter 5	Information Management & Services	Effective:	June 2000
Section 5.6	Academic Informatics Services	Revised:	
Policy 5.6.3	Educational Research and Development	Responsibility:	Vice President and Chief Information Officer

EDUCATIONAL RESEARCH AND DEVELOPMENT

Responsibilities

Educational Research and Development provides educational process services in support of the missions of the Health Science Center. All services of Educational Research and Development to support Health Science Center courses, with the exception of those provided by the Testing Services Center, may be used without charge. The role of Educational Research and Development is to:

1. Provide support services in the design, development, and implementation of curricula and courses; innovations in teaching and learning; instructional materials and methods; faculty teaching skills; educational evaluation; and educational research.
2. Provide support in obtaining extramural support for educational development.
3. Contribute to and be knowledgeable in current practices and new developments in health professions education in order to function as an information and consultation resource.
4. Work with faculty, staff, and students to assess current and future needs in instructional support and develop plans to meet the needs.
5. Operate a Testing Services Center. The Center offers four types of services:
 - Computer scoring for traditional multiple-choice exams (5 options); matching exams (20 options); and, student course ratings.
 - Computer data storage for student exam scores and cumulative reports to individual departments.
 - Prepare and administer course-rating questionnaires.
 - Design and print questionnaires and surveys that can be optically scanned.

HEALTH SCIENCE CENTER HANDBOOK OF OPERATING PROCEDURES

Chapter 5	Information Management & Services	Effective:	June 2000
Section 5.6	Academic Informatics Services	Revised:	
Policy 5.6.3	Educational Research and Development	Responsibility:	Vice President and Chief Information Officer

Prior to initiating testing services, prospective users should contact the Center.
