Name of Principal Investigator: Anne Reed

IITG Project Title (truncated) 2015-Buffalo (UB)-Reed- Quality by Design - Fac Dev OER

1) Please consider the original timeline and deliverable targets. How is your project progressing compared with the original estimates?

The actual implementation of the project is on-track. The course development is underway, course content from across SUNY has been located, facilitators are lined up and the first wave of registration will open in just a few days. The first cohort is scheduled to begin on February 8. The marketing plan has been developed and some marketing has been completed, more is underway. The IRB is not complete yet, though. Hoping to submit for IRB approval by mid-January.

2) How is spending progressing when compared with the original budget estimates? (You may also choose to detail issues regarding access to funds in the next three questions).

We haven't had to do much spending as of yet. We spent some funds on software and travel for Co-PIs to generate interest in QbD. We will be spending more on marketing in next few weeks.

3) Please provide feedback regarding your experience with the project execution, in particular any issues or roadblocks you¹ve encountered that may have been unexpected.

The SUNY Commons Wordpress site has given me some trouble. There are restrictions in terms of plug-ins and I have not had good experience in getting permission to use additional plug-ins that are vital to the research for QbD. I have contemplated moving the site off of the Learning Commons so as to have more freedom in the design of the site and the use of external plug-ins but I like the association with SUNY that the Learning Commons provides.

4) What are your positive observations or pleasant surprises about your team¹s interaction or project process that might would be helpful to other PI¹s?

The process of working with a team of Co-PIs/partners from across the system has been highly positive. I would encourage other PIs to collaborate with individuals from other campuses when appropriate

5) Please describe any challenges you¹ve encountered working with your project team that you¹ve found solutions for that might be helpful to other PI¹s.

I have found some organizational strategies to be very helpful. We have a large team so keeping everyone on track has demanded some effort. I broke the project down into smaller sub-projects and designated a lead on

each sub-project, as well as timelines. This way the whole group does not have to meet each time a sub-group meets and the projects can all progress with the leadership of the individual who specializes in that area (course design/ marketing/ video productions, etc.).