

**Faculty Evaluation Subcommittee Meeting
Minutes**

Tuesday, October 5, 2004

Present: Rick Crandall, Jonathan Maisonpierre, Debra Preston, Marilu Santos, Jay Vest, Dave Zeigler

Special Guest – Collie Coleman

Absent: Sandy Cross

1. Call to Order

Rick Crandall called the meeting to order at 3:35pm.

2. Approval of minutes from September 7, 2004
The call for approval was not formally made.

3. Approval of meeting agenda

4. Old Business

A. Report from Debra Preston from the Faculty and Institutional Affairs Committee meeting on September 16, 2004

B. Guest Speaker – Collie Coleman, Associate Provost for Outreach

- At the heart of the discussion was this central question – Should evaluation data on faculty who teach on-line courses be initially sent to the Chairs or to the Deans?
- A second question discussed was whether the staff in Continuing Education should have access to such data.
- Ideally, the flow of data should originate from the Continuing Education department, then to the Chairs, then to the Deans. However, the history of this procedure has not always been consistent.
- Another problem that has been encountered in the past are faculty who teach extra on-line courses, without the knowledge of their Chair/Dean. At present though, the faculty member's Chair/Dean must approve the teaching of courses that fall under the realm of Continuing and Distance Education.

The discussion that followed acknowledges that Chairs and Deans should have access to faculty evaluation from on-line courses.

However, the Committee decided to discuss this item further at our next meeting.

5. New Business

FIAC Representative for October 21, 2004 Meeting

Debra Preston will attend the next FIAC meeting on October 21, 2004, as Rick Crandall has another meeting scheduled at that time.

6. Announcements

Assignments for next meeting:

Read sections 4-2, 4-12, and 5-11 of the Faculty Evaluation Model. Come prepared to discuss inconsistencies and ways to clarify.

Prepare to discuss issues related to on-line evaluations of faculty.

Next Meeting:

Tuesday, November 2, 2004
3:30 pm
251 University Student Center

7. Adjournment

Meeting was adjourned at 5:05pm.

Submitted by: Rick Crandall, Chair