AGENDA

Faculty Evaluation Review Subcommittee

October 2, 2018 3:30-5PM

UC 233

Members: Larry Arnold (chair), Youngsuk Chae, Richard Kang, Nancy Palm, Maria Pereira, Gretchen Robinson, Misty Stone

I. Call to Order

II. Adoption of the Agenda

III. Approval of Minutes from September 4, 2018

See [Appendix A](#Minutes)

IV. Chair Report

V. Old Business

1. Revise faculty evaluation portions of the Faculty Handbook to incorporate departmental revision and approval of Disciplinary Statements.
2. Revise references to Promotion and Tenure Committee to conform with expansion of membership.

VI. New Business

VII. Announcements

VIII. Adjournment

MINUTES [Draft]

Faculty Evaluation Review Subcommittee

September 4, 2018 3:30-5PM

UC 233

Members Present: Larry Arnold (chair), Youngsuk Chae, Richard Kang, Nancy Palm, Maria Pereira, Gretchen Robinson, Misty Stone

Guests present: Jeff Warren, Dept. of Counseling

I. Call to Order

II. Adoption of the Agenda

III. Minutes from April 3, 2018 approved unanimously

Appendix A

IV. Election of Secretary

A. Nancy Palm elected secretary

V. Chair Report

Brief review of FERS’s charge in the Faculty Senate By-Laws, absence rule, and so forth. See Appendix B

VI. Old Business

VI. New Business

1. Discussed upcoming need to revise faculty evaluation portions of the Faculty Handbook to incorporate departmental revision and approval of Disciplinary Statements (see p. 72 of Handbook).
   1. We need to create language discussing how it is revised and how it is approved
   2. Consider approval process of Disciplinary Statements by Dean and Provost
      1. Larry, Gretchen and Richard will inquire with respective Deans
      2. Handbook also does not define who are considered voting members within each department (do we need to refer to the Constitution?)
2. Discussed consideration topic of electronic portfolio
   1. Must coordinate with Academic Information and Technology Committee (AITC)
   2. PTC is also being reconstituted as well – need to add Health Sciences
   3. Discussed possibility of using Canvas, Curriculog, Sharepoint, CD/thumbdrive
      1. Canvas cannot be used for anything outside coursework
3. Will need to revise references to Promotion and Tenure Committee to conform with expansion of membership.
4. Specification of our domain in the Handbook:
   1. Section 2, chapter 2, pp. 70-110 – Faculty Evaluation Policy
   2. Section 2, chapter 3 (except for the last paragraph), pp. 110-122 – Faculty Tenure and Promotion Policy
5. P. 72 of Handbook

VII. No announcements

VIII. Meeting adjourned at 4:21