AGENDA

Faculty Evaluation Review Subcommittee

April 2, 2019 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 February 5, 2019

See [Appendix A](#Minutes)

IV. Chair Report

V. Old Business

* 1. Student Evaluation of Instruction schedule

VI. New Business

VII. Announcement

VIII. Adjournment

AGENDA

Faculty Evaluation Review Subcommittee

February 5, 2019 3:30-5PM

UC 233

Members Present: Larry Arnold (chair), Youngsuk Chae, Richard Kang, Nancy Palm Puchner, Misty Stone

Members Absent: Maria Pereira, Gretchen Robinson

Recording Secretary: Nancy Palm Puchner

I. Call to Order at 3:31

II. Adoption of the Agenda with change of the date of next meeting from Feb 5 to March 12

Agenda amended and approved at 3:32

III. Approval of Minutes from November 6, 2018

Reference to AITC was deleted

Minutes approved at 3:32

See [Appendix A](#Minutes)

IV. Chair Report

V. Old Business

* 1. FIAC feedback on Disciplinary Statements.  
     See [Appendix B](#Revisions)
     1. Larry added procedure in case there is not majority approval
     2. Larry added more specific calendar as to when revisions must be submitted (March 1)
     3. Changes unanimously approved at 4:03
  2. Revise references to Promotion and Tenure Committee to conform with expansion of membership (Faculty Handbook, pp. 119-120)
     1. No one has contacted us with official word on what the P&T committee will be
  3. AITC on Electronic Portfolios
     1. AITC does not want to use Canvas for Disciplinary Statements, we should research other options
     2. Discussed the possibility of using Google G or Microsoft Office 365
     3. Do we need to consider this as a University concern, beyond the scope of FERS, particularly if we are considering making all portfolios electronic university-wide?
     4. Larry will take it back to FIAC to see if we can use any of our current tools

VI. New Business

* 1. Student Evaluation of Instruction schedule
     1. Discussed the lack of evaluations for two semesters in a row based on current model
     2. Discussed issue of department secretaries having access to all evaluation info rather than an outside administrative department for issues of privacy
     3. Issue tabled – we will go through that section of the handbook at a subsequent meeting and consider further

VII. Announcement

* 1. Next Meeting: March 12, 2019 3:30-5:00 pm UC 233

VIII. Adjournment

Meeting adjourned 4:45

Respectfully Submitted

Nancy Palm Puchner

Recording Secretary