

AGENDA (approved)
Faculty Evaluation Review Subcommittee
September 3, 2018 3:30PM
UC 251

Members:

Youngsuk Chae (Letters to 2020), Chiuchu (Melody) Chuang (Education to 2021), Richard Kang (SBS to 2020), Nancy Palm (ARTS to 2021), Rachel Smith (Chair, NSM to 2021), Misty Stone (At large to 2020), CURRENTLY VACANT (CHS to 2021)

I. Call to Order

II. Adoption of the Agenda

III. Approval of Minutes from April 2, 2019

See Appendix A

IV. Election of 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

- A. Revise faculty evaluation portions of the Faculty Handbook to digital portfolios. (See Appendix C, pdf attachment)

VI. New Business

- A. Potential revisions to P&T process: Consider changes to contract length, time of initial review, suggest more clarity about whether or not new faculty are making adequate/significant progress towards promotion.

VII. Announcements

VIII. Adjournment

Appendix A

MINUTES
Faculty Evaluation Review Subcommittee
April 2, 2019 3:30-5PM
UC 233

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

Members Absent: Richard Kang

Recording Secretary: Nancy Palm Puchner

I. Call to Order at 3:31

II. Adoption of the Agenda at 3:31

III. Approval of Minutes from February 5, 2019 at 3:31

IV. Chair Report

A. No info available about the restructuring of the Promotion and Tenure Committee

V. Old Business

A. Discussion of Student Evaluation of Instruction schedule

B. Need to reconcile language/schedule regarding when chair gives evals to faculty member in Chapter 2 of Handbook (p.72) – put on agenda for next semester

VI. No New Business

VII. Announcement

VIII. Adjournment at 3:45

Respectfully Submitted

Nancy Palm Puchner

Recording Secretary

Appendix B

The Faculty Evaluation Review Subcommittee (FERS) is a subcommittee of the Faculty and Institutional Affairs Committee (FIAC)

Purpose:

The Faculty Evaluation Review Subcommittee shall review the Faculty Evaluation Model regularly and strive to clarify the existing document. The subcommittee shall make recommendations to the Faculty and Institutional Affairs Committee regarding any changes in the written document and shall respond to all requests for alteration of the document or its underlying philosophy. (From the By-Laws of the Faculty Senate Constitution)

The Faculty Evaluation Review Subcommittee is responsible for representing the norms and values of the general faculty in all matters related to the Faculty Evaluation Model. When the current provisions of the Faculty Evaluation Model do not provide adequate instruction on a specific procedural matter, the party involved may request an ad hoc ruling from the Faculty Evaluation Review Subcommittee. This ruling will be forwarded for consideration to the Faculty Evaluation Review Subcommittee's parent committee, the Faculty and Institutional Affairs Committee. (From the Faculty Handbook, p. 81)

Meeting Time, 3:30PM, 1st Tuesday unless makeups are scheduled (see below)

Meeting Place: Chavis University Center 251

Meeting Dates this year:

September 3

October 1

November 5

February 4

March 3

April 7

Absences from Meetings (From the By-Laws)

When a member of either a Committee or Subcommittee cannot be present for a meeting, the member will notify the Chair of the Committee or Subcommittee in writing.

When a member of a Committee or Subcommittee misses more than two regular meetings, that member will be dismissed from the committee. A replacement will be chosen in accordance with Article VI, Section 3. A of the Faculty Constitution (for a subcommittee member) and Article VI, Section 4 (for a committee member).