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**Minutes from Faculty Evaluation Committee (FEC) Meeting
11 February 2015, 11:30-12:30pm (DE 211)**

Present:

Arthur Caplan (Agriculture)
Alan Stephens (Business)
Oenardi Lawanto (Chairperson, Engineering)
Kit Mohr (Education & Human Services)
Mary Connor (Natural Resources)
Elias Perez (USU Eastern)
Jeff Banks (Extension, Nephi)

Absent:

Raymond Veon (Arts)
Sandra Weingart (Libraries)
Tom Lachmar (Science)
Karen Woolstenhulme (Business, Regional Campus & Distance Ed.)
Cacilda Rego (Humanities & Social Science)
Joan Kleinke (ex officio)
Casey Sacton (USU/SA Student Advocate)
Matthew Ditto (USU/SA Academic Senate Pres.)
Derek Hastings (USU/SA Graduate Studies Senator)

Activities:

1. Approved January 2015 Minutes
2. Reviewed and edited the some survey items from the survey draft developed: (1) Added 3 additional demographic items; (2) Added 2 additional items about quantity and constructiveness of students' comments.
Next steps: Oenardi will make the changes and send the final draft of the survey and ask each FEC member to review the survey one more time. The IRB has been submitted and is waiting for its approval. The survey is expected to be ready for Faculty and Department Head in February 2015 and data collection should be completed by March 2015.
3. Due to Spring break, FEC March meeting was rescheduled for Wednesday, **March 4, 2015 at 11:30am – 12:30pm (DE 211)**