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## Faculty Evaluation Committee Minutes, November 14, 2012

Utah State University

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Minutes from Faculty Evaluation Committee (FEC)  
14Nov12, 10:30-11:45 a.m. NR 204  
(third meeting for Fall 2012)

Present:

Alan Stephens (Business)  
Arthur Caplan (Agriculture)  
Joan Kleinke (AAA ex officio)  
Kacy Lundstrom (Libraries)  
Karen Mock (Chairperson, Natural Resources)  
Oenardi Lawanto (Engineering)  
Yanghee Kim (Education & Human Services)  
Jordan Hunt (ASUSU Academic Senate President)  
Zack Portman (ASUSU Graduate Studies Senator)  
Karen Woolstenhulme (Business)  
Jeffrey Banks (Extension, Nephi)

Absent:

Michael Lyons (CHaSS)  
Thomas Lachmar (Science)  
Thomas Rohrer (Arts)  
Christian Orr (ASUSU Student Advocate)  
Anne Mackiewicz (USU Eastern)

- 1) Approved minutes from October 17, 2012 FEC meeting
- 2) Agreed that criteria for Robins Awards were sufficient and did not need to be changed.
- 3) Identified and discussed four focal areas to guide our activities through the remainder of the academic year.

Focal Area #1: **IDEA survey**: Providing input from faculty to Michael Torrens regarding:

- i. Data mining/synthesis potential with IDEA results
- ii. Continuing educational needs regarding IDEA survey (among faculty)
- iii. Next step: identify a subset of FEC members who could meet several times with Michael Torrens and report back to committee

Focal Area #2: **Teaching portfolios**: Make exemplar teaching portfolios available from USU faculty (e.g. posting on a website) Next step: KM and KL will work together to determine most appropriate means of making these available and getting the word out, given existing websites and teaching resources.

Focal Area #3: **Peer evaluations**: AC wanted to make a presentation at the next FEC meeting on peer evaluations, and will circulate an example to the committee via KM. At that time we will consider whether the FEC should take on the task of making recommendations to faculty about conducting peer evaluations.

Focal Area #4: **Role statements:** There was a great deal of concern at the Faculty Forum about role statements and the meaning of percentages with respect to work loads and evaluation. The BFW Committee has been discussing this issue and there may be a way that our committees could work together on this (e.g. inviting BFW Chair to FEC meeting, having a joint meeting of these committees to discuss this issue...). AS will send an email to the BFW Committee chair to inquire about their interest in this and what the role of the FEC might be in this regard.

4) Reminders:

Next scheduled FEC meeting:

Wed. Dec. 12<sup>th</sup> 10:30-11:30 NR204

Tentative agenda:

Presentation from AC on Peer Evaluations

Report from KM & KL on web venues for exemplar teaching portfolios

Report from AS on BFW needs/activities wrt role statement issues (is this an appropriate area for FEC to become involved in?)

Decision on monthly FEC meeting time Spring 2013