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## Faculty Evaluation Committee Minutes, April 4, 2012

Utah State University

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## Faculty Evaluation Committee Meeting

### Minutes

April 4<sup>th</sup>, 2012

1pm ESLC 245D

Attending: Konrad Lee, Michael Lyons, Joan Kleinke, Paul Jackus, Jeff Banks, Yanghee Kim, Robert Mueller, Anne Mackiewicz, Pamela Martin

1. Incentive/disclosure issues in the implementation of IDEA
  - Committee discussed that issues of incentives and student disclosures are not new problems. USU has never had a campus-wide policy to govern the administration of teaching evaluations.
  - It was questioned whether issues related to incentives are even worth discussing. Do we really need incentives? The participation rate for the first semester of IDEA was decent – above 65% in many colleges. However, we know that some classes did use incentives – did these classes help boost the participation rate?
  - Many committee members believe there should be consistency across the USU campuses, esp. as regards the anonymity of students. Student participation in evaluations should not be disclosed to instructors, esp. before grades are due.
  - Grade-based incentives (i.e., extra credit) were discussed. Some committee members object to using grade-based incentives; others don't mind it, as long as it is minimal and across the board – that is, once a class reaches a set participation rate (say, 80%) the entire class gets extra credit.
  - Worries were voiced about not having a uniform policy for teaching evaluations – especially since these evaluations can be used in P & T decisions.
  - Decided we must survey faculty to gain a better knowledge of the teaching evaluation issues that are really concerning faculty. Are incentives an issue? Do we need to have a USU-wide policy?
2. Suggestions were made for the draft of a faculty feedback survey:
  - Collect demographics (tenure rank, sex, dept., etc.) along with opinions on IDEA.
  - Ask about: maintaining anonymity, concerns about student participation & representativeness, effectiveness/usefulness of incentives, grade-based incentives.
  - Recruit help from survey-building colleagues to build our survey.
  - Yanghee Kim & Pamela Martin will work on this survey over the summer for distribution in the fall semester.