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Faculty Evaluation Committee Meeting

Minutes

January 30th, 2012

10am, Old Main Room 340

Present: Bob Mueller, Anne Mackiewicz, Jeff Banks, Thomas Rhorer, Karen Mock, Proxy for Cami Jones, Konrad Lee, Michael Torrens, Yanghee Kim, Paul Jackus, Michael Lyons, Pamela Martin

1. Fall 2011 IDEA Status Report – Michael Torrens

Discussed response rates and the administering of IDEA. Most response rates were high – in the 65-70% range. Large classes had slightly lower response rates. The diagnostic (long) form actually had a better response rate than the short form. RCDE response rate was better this semester than with previous online forms.

Traditionally, teaching administering of the evaluations has differed from department to department. Right now, the administering of the evaluation forms is still a bit de-centralized. Each department has an evaluations administrator who has some capacity for control.

RCDE group analysis report is being ordered from IDEA.

Michael is going to meet with department heads to discuss which numbers should be used in faculty evaluations – Raw scores? Adjusted scores? Summary number? Teacher? Course? Etc.

2. Assess IDEA

Discussed creating a USU-wide policy for evaluations at USU. Concerns include:

- Incentives: should they be used? If so, how? Should extra credit be allowed or prohibited for participating in evaluations? Should we look into early-grade release for participants?
- Should names of students who participated or not participated in evaluations be released to instructors before grades are submitted? Should this practice be prohibited?

Decided we need more data. Will create survey to solicit faculty feedback on IDEA. Survey should include space for comments as well as questions about incentives. We'll use data from this survey to suggest policy to the Faculty Exec Board. Survey should be sent out after the second round of IDEA, either late spring or in the fall. Pam will send out a draft for review to the committee in February.

3. Robins Awards

Discussed need for more well-defined criteria to help the committee choose winners.

Current criteria available here:

http://www.usu.edu/provost/honors_and_awards/faculty/teacher_of_the_year.cfm

And here:

http://www.usu.edu/provost/honors_and_awards/faculty/advisor_of_the_year.cfm

2012 awards coming up fast – binders will be available starting Feb 20th in the Provost's office. (Not the 18th like previously stated in Agenda). Pam will send out PDFs of the binders to the committee as soon as they are scanned. Must meet and decide winners BEFORE March 9th. Pam will send out a doodle poll: <http://www.doodle.com/awzefikpam7mx28s>