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Faculty Evaluation Committee Meeting

Minutes

October 3rd, 2011

11am, Library Room 249

1. Present: Jeff Banks (via phone from Nephi), Michael Torrens (from AAA office), Cami Jones, Jason Russell, Taylor Wright, Paul Jackus, Karen Mock, Konrad Lee, Glenn McEvoy (Faculty Senate Prez.)
[Anne Mackiewicz & Robert Mueller tried to attend via phone, but technical difficulties prevented them.]
2. Fall 2011 IDEA Implementation & Status Report – Michael Torrens
 - a. Covered Logistics for implementing the IDEA system across campus: meeting with faculty; training staff; some discretion will be left up to departments and departmental administrators of the system, just as in the old system
 - b. Future Timeline
 - i. Oct. 10th* – email will be sent to faculty for setting learning objectives to be evaluated in the IDEA system
 - ii. Nov. 21st-Dec. 9th* – students' window for filling out evaluations
 - c. IDEA will not release names of students who have completed evaluations; this make it difficult (impossible?) to set up an incentive system to encourage student participation
3. Re-examine new IDEA system in the Spring
 - a. Examine response rates: do we really need incentives for student participation? What did instructors getting the highest response rates do differently?
 - b. Discuss and/or recommend a standard set of rules for the administration of the IDEA system, in order to avoid bias
 - c. Create a "best practices" document to help faculty interpret their IDEA scores and responses
4. Message from the Senate President – Glenn McEvoy
 - a. Mentioned committee duties & change to code (see item 5)
 - b. Requested the committee work for solutions to help students learn
5. FEC change to the code (402.12.7):
 - a. The Faculty Evaluation Committee shall (1) assess methods for evaluating faculty performance; (2) recommend improvements in methods of evaluation; (3) ~~recommend methods of faculty development~~; and (4) decide university awards for Professor and Advisor of the Year.
 - b. The new code reads: The Faculty Evaluation Committee shall (a) assess methods for evaluating faculty performance; (b) recommend improvements in methods

of evaluation; and (c) decide university awards for Professor and Advisor of the Year.

- c. Faculty Development responsibilities is now within the realm of Faculty Diversity, Development, and Equity Committee (FDDE)

*These dates are based on USU's regular semester schedule.