Evaluation & Assessment Committee
Minutes – November 22, 2019

Present: Marty Blackson, Madalyn Hughes, Martin Kennedy, Greg Lyman, Terry Wilson, Cynthia Zhang
Absent: Stephen Robison
Guests: None

Meeting was called to order at 1:15 p.m. Minutes of November 1, 2019 were approved as written.

Chair Updates
a. Feedback from Faculty Senate meeting
Martin received some emails relating to questions raised at the last Faculty Senate meeting addressing faculty giving extra credit for SEOIs. The ways in which administration uses SEOIs remains the biggest issue. The email feedback also highlights concerns about freshman students not understanding the process of SEOIs and what they mean; consequently, many freshman students treat SEOIs like Yelp reviews. Many NTT faculty expressed fear surrounding SEOIs and how the evaluations may be used against them. A suggestion was made to survey faculty or NTT faculty, or consider surveying students for their opinions. However, there are logistical issues as to the best ways to go about surveying students. Twitter or Instagram polls, or using the question board in the library, may be options.

SEOI Policy Language
a. Extra Credit
Change (B) in the draft policy to read:
"Grade incentives for SEOI completion are prohibited (e.g., extra credit, grade drops)."
The draft policy language was approved and will be sent to EC.

b. Academic dishonesty
Revise existing CWUP 5-90-040(22) by adding a new part (B) to read:
"Students found responsible of academic dishonesty violations in a course will be prohibited from completing an SEOI for the course."
The draft policy language was approved and will be sent to EC. Procedure language will be drafted later.

Questions for student poll
The poll should consist of only one or two questions. Social media platforms seems most effective. Student government representatives may be able to help with this. The Office of Student Success has the ability to email all students, but the Faculty Senate office does not. Discussion will continue at the next meeting.

Off-campus faculty members viewing administrator assessments
EC passed on some concerns to Martin in regards to off-campus faculty members viewing the data from annual administrator assessments. Currently, the data is available in the Faculty Senate office after the assessments close. On-campus faculty members are able to visit the office to review the data, but they are not allowed to make copies or take photos. Administrator assessment comments cannot be viewed. Because the assessment data must remain confidential and cannot be shared, there is no way

for off-campus faculty to view it without potentially compromising the confidentiality factor. Email is not a secure means of sharing the files.

One option is for a sealed copy to be mailed to the center offices on request. Off-campus faculty could then go to the offices at their center campuses to the view the data. However, some off-campus faculty are exclusively online faculty and are based out-of-state. For these faculty, the only option may be to schedule a conference call with the Faculty Senate office so that the data could be shown on-screen during the call.

Meeting adjourned at 2:49 p.m.

Next meeting:
December 6, 2019
Barge 410