

Evaluation & Assessment Committee

2:00 – 4:00 p.m. **Zoom**

May 7, 2021

MINUTES

Present: Maurice Blackson, Warren Plugge, Stephen Robison (FSEC liaison), Francesco Somaini, Sara Toto, Terry Wilson (chair), Jia Jin Xu (student representative at large)

Excused: Lidia Anderson (SEOI administrator)

1. Call to order & approval of agenda
 - a. **Meeting called to order at 13:05.**
 - b. **Agenda approved.**
 - c. **Terry Wilson informed the EAC that all the recommendations about SEOI and role of Information Services have been sent to the chair of the Faculty Senate Executive Committee (FSEC) two weeks ago.**
2. Approval of April 23, 2021 minutes (5 min)
 - a. **Minutes approved.**
3. Covid policy draft language – where to put draft language
 - a. **The committee engaged in further wordsmithing of the proposed language to address the use of SEOI for performance review in cases of long-term disruption of scheduled teaching modality. The conversation revolved around identifying who should declare a disruption: whether the University's President, Provost, Deans, Faculty Senate Executive Committee.**
 - b. **The proposed amendment to the university policy on SEOI will be submitted to the Faculty Senate Executive Committee.**
4. Peer Review for online and hybrid
 - a. <http://cet.usc.edu/resources/instructor-course-evaluation>
 - b. CWU Multimodal Resources - <https://www.cwu.edu/multimodal-learning/instructional-design>
 1. **Francesco will share the evaluation form that the Department of Communication has informally adopted to perform peer observations of synchronous online courses.**
- ~~5. COVID 19 impact on faculty parents – promotion and tenure~~
 - ~~a. Letter from EOC Committee~~
6. EC Updates (5 min)
 - a. Increasing student response rates to SEOIs recommendations

1. **Stephen informed the EAC that the FSEC concluded that the charge to find ways to improve SEOI response rates has been exhausted. The EAC has reported on it multiple times.**

7. **Adjourn**

- a. **Meeting adjourned at 14:45.**

Upcoming items:

Next meeting:

May 21, 2021

1:00 p.m., Zoom