Evaluation & Assessment Committee
1:00 – 3:00 p.m.   Zoom
October 28, 2022
Minutes

Attendees	Present (Y/N)
Warren Plugge, (Chair)	Y
Sara Toto	Y
Nancy Pigeon	Y
Francesco Somaini	Y (partial)
Lidia Anderson	Y
Maurice Blackson	
Hope Amason	Y

1. Approval of October 7, 2022 minutes (5 min)
   a. **Approved at 1:10 PM**
2. EAC22-23.01   Discuss faculty inquiries regarding SEOIs
   a. **Lidia reviewed the current removal process and issues surrounding it**
      1. **Has spoken with current and former FS chair about whether IS has the power to remove SEOIs and then tracking/auditing them**
   b. **Consideration that dropping SEOI for academic dishonesty may not violate any student rights because it does not lead to disciplinary action**
      1. **Lidia would still like someone to sign off on the process of removal**
         1. **Has no way to validate that the student did commit an act of academic dishonesty**
      2. **We will inquire with EC whether EAC can evaluate whether Lidia can move forward with removal**
         1. **Potential questions that need to be answered to determine policies and procedures surrounding SEOI removal**
            1. **Who has the authority here to evaluate the request of a faculty member to remove an SEOI**
            2. **what is the role of the EAC, if any, in evaluating such a request**
            3. **Given how these are answered, what might the procedure look like?**
            4. **What factors will be used to determine whether an SEOI should be removed**
   c. PSY 101 Academic dishonesty incident and SEOI (Patty Chirco) – see email doc
      1. **Will wait to work on this until procedure/policies have been clarified**

3. EAC22-23.02   Discuss shortening SEOI evaluation response forms
   a. **Need more clarification**
   b. **Can update SEOI form questions and forms**
   c. **Can integrate into Canvas**
   d. **Issue to consider here is that there is a request to add more questions, i.e., DEI questions**
4. EAC22-23.03   Identify how we want to get information about SEOI pop-ups
   a. **Check with Lidia to see if data on response rates; potential methods to evaluate whether pop-ups are increasing response rates:**
      1. **can be pulled for two years before the introduction of pop-ups and after, to see if mean differences are present**
      2. **can pick several large classes across the university and randomly allow pop-ups for some students and not others in the class**
         1. **Replicate this over the academic year to see if there are mean differences in response rates for those with and without pop-ups**
5. EAC22-23.06   Present department standards/recommendations on teaching
   a. **Action Item: Each person uploads department/college standards on teaching to Teams folder**
6. Present EAC Charge Report - **Reviewed**
7. EC Updates (5 min)
   a. **A charge will be added regarding the distribution of findings from SEOI survey**
   b. **Information on SEOIs**
      1. **EvalKit contracted with SEOIs – renewed contract last year, in first year of three-year contract**
         1. **Changing questions/shortening is fine, but cost increases with greater changes**
         2. **Stores data on their servers**
8. Other items
   a. **Is there a process to evaluate Associate Deans?**
      1. **Members of the committee will reach out to Janet Shields and EC about whether there is a process to conduct evaluations**
   b. **Action Item: Review other methods for evaluating teaching/be ready to share ideas with group**
9. Adjourn at 2:27pm

Next meeting November 4th on Zoom at 1:00 pm