

Evaluation & Assessment Committee
1:00 – 3:00 p.m. Zoom
December 2, 2022
Minutes

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

1. **Approval of December 2, 2022 approved 1:11 pm**
2. **November 4, 2022 minutes approved 1:12 pm**
3. **November 18, 2022 minutes approved 1:14 pm**
4. No Charge Update on viewing of F180 materials by others
 - a. **Reviewed the question/issue**
 1. **All T/TT faculty can view files, not just personnel committee during the time period when the DPC can review**
 2. **Discussion of what in the file is viewable by faculty**
 3. **Suggestion: invite Charlene Andrews to our next weekend to figure out the policy and practice surrounding the ability to view files**
5. No Charge Update on Associate Dean Assessment – When? Questions?
 - a. **Timing of assessment**
 1. **Deans assessment would be on even years**
 2. **Discussion about also reviewing Associate Deans on even years as well**
 3. **Hope will check with EC about whether EAC can implement the assessment without oversight**
 4. **Likely need to add a policy about when Associate Deans would be assessed**
 - b. **Questions**
 1. **Adapt current Dean questions**
 2. **Hope will reach out to Janet about Associate Dean duties – want to ensure the questions are relevant to their jobs**
6. EAC22-23.03 Address pop-ups – develop study? Need data?
 - a. **Need Lidia to provide information on data needed for this type of study**
7. EAC22-23.06 Present and Discuss department standards/recommendations on teaching – short discussion

- a. **Concerns/discussion:**
 - 1. **ethical issues of TT evaluating tenured faculty, especially if the TT is coming up for tenure**
 - 2. **limited faculty members can do regular evaluations; for smaller departments, could have other faculty across campus do peer evals, but concerns if faculty are unfamiliar with content area**
 - 3. **policy on peer evals at college and departmental levels currently**
 - 4. **EAC evaluation of teaching document from 2014 provides information on peer eval**
 - 5. **Create policy at the university level? How to do this equitably**
 - b. **Action item: find college-specific and department requirements on peer evals to talk about next meeting**
8. **EAC22-23.01 Discuss faculty inquiries regarding SEOIs – update from EC**
- a. **November 9th email with Mark Samples and Janet Shields – EAC will need to develop/implement procedure for removal of SEOIs**
 - 1. **Consider – facts of case – formalized charge, egregiousness, frequency**
 - 2. **Form – weighted rubric of competing interest of faculty member and rights**
 - 3. **Carolyn Thurston may have insight into student rights and the timeline of appeals**
 - 4. **Removal of SEOI does not constitute a formal charge of plagiarism**
 - b. **Discussion: Concern about the constellation of factors that need to be considered are too cumbersome to create a policy that would be equitable to both students and faculty**
 - c. **Francesco: move that EAC recommends to the FSEC that letter (B) of CWUP 5-90-040 (25) be removed from university policy because it is technically impossible to prevent students who committed academic misconduct from completing SEOI. Instead, the EAC will offer recommendations for faculty to take a certain course of action to document instances of academic misconduct in their classes which could have an impact on SEOI for those classes.**
 - 1. **Seconded by Marty, Approved by all**
 - 1. **Warren will take the motion to open EC next week**
9. **EAC22-23.02 Discuss shortening SEOI evaluation response forms – summary**
- a. **Shorten to most relevant/helpful to aid in improving teaching and increase response rates to allow for more generalizability**
 - b. **Action item: Look over forms and consider how to edit/limit the number of questions for next meeting**
10. **No Charge Discuss/Explore drafting language to remove SEOIs from review and F180**
- a. **Discussion: whether language should be created about this**
11. **EC Updates (5 min)**
- a. **None**
12. **Adjourned at 2:54 pm**

Next meeting January 13th, 2023