

Evaluation & Assessment Committee
1:00 – 3:00 p.m. Zoom
April 29, 2022
Meeting Minutes

Participants: Warren Plugge, Marty Blackson, Nancy Pigeon, Andrea Eklund (EC Representative), Tyler Ou (Student Representative)

1. Call meeting to order – **Meeting was called to order at 1:07pm**
2. Approval of April 8, 2022 meeting minutes – **Meeting minutes from April 8, 2022 were approved as presented.**
3. **EAC21-22.08** SEOI policy during significant disruptions to instruction – review and approve policy language changes by EC and BFCC.

EAC reviewed the changes made to the SEOI policy during significant disruptions to instruction and approved the changes provided by EC and BFCC. Changes will be forwarded to EC for final approval.

4. **EAC21.22.01** Survey has been administered and collect data.

Warren Plugge reported that the SEOI and Pandemic Faculty Survey was out for data collection and the closing date for the survey was on April 28, 2022. The EAC will be looking to review the data and provide a report to the EC on their findings.

5. **EAC21-22.01 & 02**
 - a. Discuss DEI

Discussion was held on incorporating DEI questions into SEOIs. It was mentioned that the DEI task force has been conducting listening sessions in regards to DEI. As discussed by the committee it was identified that the EAC committee needs more information from the task force to help inform suggestions that could be made to incorporate DEI questions into SEOIs. The EAC recommends waiting until the task force has more information and has published their findings before making recommendations to include DEI questions into SEOIs.
 - b. Strategies to replace SEOI in PTR, Promotion, Tenure, Retention, with observation and using qualitative component of SEOI as formative tool for department and college use
This subject was put on hold until the next meeting when additional members of the committee could be available.

6. **EAC21-22.09** Revision to academic administrators' assessment survey

Discussion was held on the delivery issue of the administrator's survey. The EAC was informed that the administrators survey currently is administered on a biennial basis under the current policy and that all changes would have to be approved by the BOT in July. It was suggested to change the Odd and Even year administer groups to allow more time for the President to accrue experience. Warren Plugge did present the committee with three options that would

be needed to make this change, 1. Pull the recommendation and change the time periods and resubmit to the faculty senate, 2. Make a motion to the Senate to amend the current document to switch the odd and even year administrator survey, and 3. Leave the current document and suggestions as is for approval by the Senate so the new process to review administrators could proceed as planned.

Each of the administrators, EC, and Senate surveys were reviewed. The decision was made to eliminate the "Cannot judge" option from the survey which created a "0" value when reporting the averages. Then replacing the language in the directions to have participants select the "neutral" option if they cannot judge the particular item being asked. "If you cannot judge the Dean's performance in a certain category, please select "Neutral"". Warren Plugge was also going to ask Janet how the N/A option affected the averages for the questions as shown in the Faculty Senate Assessment. If there is a toggle that allows for an N/A option that does not affect the averages for the question, the committee would request that all questions with the "Cannot Judge" option be changed to an N/A response where so the averages would not be affected by those who do not have an opinion on the subject.

7. Future meetings – 5/6
8. EC Updates (5 min) – There were no updates from the EC, all subjects were covered in the general meeting.
9. Adjourn – Meeting adjourned at 2:04pm