

## Evaluation & Assessment Committee

1:00 – 3:00 p.m. **Zoom**

December 03, 2021

### Minutes

**Present:** Warren Plugge (chair), Maurice Blackson, Sara Toto, Francesco Somaini, Andrea Ecklund (FSEC liaison)

**Guest:** Lidia Anderson (SEOI, IT App Development)

1. Meeting called to order at 1:08 p.m.
2. Approval of November 12, 2021 minutes postponed while waiting for minutes to be submitted by Francesco.
3. Lidia (EAC21-22.02)
  - a. SEOI software (cost to add questions, potential other software):  
**Lidia explained that addition of custom questions to SEOI do not produce additional costs; addition of students to whom SEOI are administered does.**
  - b. Changing SEOI FAQ to indicate confidential rather than anonymous:  
**Lidia modified on the spot the navigation link and in-text header at point number 2. to read, “Can my professor identify my responses to my completed SEOI?”**
  - c. Frequency of requests related to SEOIs procedure (EAC21-22.04):  
**Lidia receives less than 10 requests per quarter. They range in nature and include missing the SEOI window, removing students accused of academic misconduct, accessing SEOI data. Lidia needs a procedure to follow to address requests.**
  - d. Committee would like to see what students see when taking SEOI:  
**Lidia showed the EAC a video by the SEOI Evaluation Kit firm Watermark that shows what students see when they take SEOI.**
  - e. How do we want to approach faculty listening sessions D&I questions, experts?  
**We did not address this point.**
4. EAC21-22.01 CWU EOC Questions and Discussion  
**The EAC rearranged the order of certain questions and wrote open-ended questions for the surveys to be administered to students and faculty. Warren will upload the latest version of the survey to the Teams folder. Francesco will enter the questions in Qualtrics and share the surveys with the EAC members.**
5. Summary and Decision on OER information  
**Warren will invite a representative of the United Faculty of Central to join us for the**

**next meeting to get the union's perspective about codifying OER standards for performance review and at which level: university vs college vs department.**

6. EC Updates (5 min)

**None.**

7. Adjourn