Faculty Development and Evaluation Committee
Approved Minutes for October 16, 2008 held in Library Room 233

Members present: Bill Abbott (guest), Marsha Alibrandi, Georgia Day, Carol Fackler, Shannon Harding (chair), Angela Harkins, Larry Miners (guest), Marice Rose, Roben Torosyan (guest), Vishnu Vinekar

The meeting was called to order by Shannon Harding at 11:05 AM.

1. Review of the minutes of September 18 submitted by A. Harkins: There was discussion and corrections, including clarifying the chronology of the Peer Review workshops to be run by CAE. S. Harding made a motion to approve the minutes with corrections made; M. Rose seconded the motion; minutes were approved unanimously.

2. FUSA attendance at FDEC meetings: FUSA representatives have requested to attend meetings, as they are interested in publishing evaluation form results and including their own questions on the evaluation form. S. Harding made a motion to invite FUSA representatives for the rest of the semester, with the stipulation that we can uninvite them from entire or portions of meetings at any time. M. Alibrandi seconded. Motion approved unanimously.

3. FUSA initiative. S. Harding invited into the room Jeffrey Seiser, the President of FUSA, and opened the floor to him. He explained that FUSA wants to make the faculty evaluation form results available for students, in order that students receive better information than what is currently available on RateMyProfessor.com and so there is more student buy-in when filling out the forms. He explained that there used to be a section of FUSA-generated questions on the white evaluation form, and instructors could check whether or not they wanted the information published in the Mirror. The check-box is still on the form envelope, on the form itself appears the statement: “If your instructor agrees, a summary of these responses will be given to FUSA to publish.” FUSA is still considering whether they would prefer to publish results online or in the Mirror.

A discussion followed whether there needs to be a policy change regarding giving results to FUSA for publication; the form still says publication is a possibility, but it has not occurred since the 1980s/early 1990s. L. Miners said that since faculty can opt out, it shouldn’t be necessary to bring the issue to Academic Council. However, since the FDEC is currently working so hard to promote the IDEA form to the faculty, wouldn’t bringing the issue of publishing the results muddy the water; it would be better to wait until the evaluation form itself is resolved. A. Harkins asked if FUSA explored doing their own on-line evaluation system; Seiser replied that since forms already exist, FUSA would prefer to use them rather than inventing a new system. R. Torosyan added that we can include the students in exploring the benefits of the IDEA form in terms of the types of questions/data they would find valuable in order to increase transparency. S. Harding said that other schools have student-generated questions on the IDEA forms. S. Harding proposed and the committee agreed to continue the discussion at the next meeting.

4. Division of Labor. S. Harding explained that the committee has a lot of work ahead with the IDEA pilot and, with the help of the CAE, developing a comprehensive peer review package to
suggest to department chairs. Therefore it makes sense to divide the FDEC into two subcommittees, one focusing on the IDEA pilot and the other on peer review. The committee agreed and a sign up sheet was sent around.
Members of IDEA pilot team: Harkins, Vinekar, Abbott, Alibrandi.
Members of Peer Review team: Fackler, Rose, Day, Abbott

5. IDEA Pilot Update: S. Harding reported back from meeting with Academic Vice President. O. Grossman will not look at the IDEA results. He will find someone (non-faculty or administrator) to process the online and paper forms, they will be paid by AVP. AVP office will also pay for 3 committee members to attend the IDEA Conference in Orlando in February. S. Harding will present information on the IDEA pilot at the November General Faculty Meeting. A sign-up link will be produced with help from the CAE. R. Torosyan mentioned the need to reach out to faculty members who have expressed misgivings about the IDEA form before any faculty vote takes place.

6. December 12 Development Day: A save-the-date email and sign-up will be sent to faculty. M. Rose will order food. The library multimedia room has been reserved. Before this event, the Peer Review subcommittee should read W. Abbott’s handouts on peer review and report back to the group on their content.

7. Next meeting: November 6, 11:00-12:00, Library Room 233.

Respectfully submitted by Marice Rose.