

FAC
May 21, 2014
APPROVED MINUTES

Present: Linda Dobb, Don Gailey, Kelly Fan, Liz Ginno (Chair), Vish Hegde, Linda Ivey, Mitch Watnik

Absent: Carlos Salomon, Linda Smetana

Guests: Endre Branstad, Jim Murray, Sue Opp, Sophie Rollins, Julie Stein

1. Motion to approve agenda

M/S/P Watnik/Hegde 6/0/0

2. Approval of Minutes of May 7, 2014

M/S/P Watnik/Gailey 6/0/0

3. Report of the Chair:

Ginno will be out of town for the last week of classes in the case any finalization of FAC documents is necessary.

4. Report of the Presidential appointee:

N/A

5. New Business:

- a. Reminder! SET link open until 5 PM today!
- b. Excom [referral](#) on 13-14 CAPR 13: Formation, Dissolution, Merger, or Name change of Academic Units (revision of 05-06 CAPR 8 revised).
 - i. [13-14 CAPR 13 amended](#) (in response to referral)
 - ii. [13-14 CIC 31](#): Endorsement of 13-14 CAPR 13

Committee acknowledges that we may be involved in the processes outlined in the document.

MOTION to Endorse 13-14 CAPR 13.

M/S/P Watnik/Gailey 6/0/0

- c. [13-14 FAC 13](#): Updating of FAC Policies and Procedures document: Ginno reviewed the referral that updates FAC policies including: changing quorum from 2/3 to majority, excluding Presidential Appointee; restoring the vote to the Presidential Appointee; the Chair of FAC is no longer committed to being on all subcommittees; for RTP subcommittee, that the Director of Faculty of Development and/or Presidential Appointee to FAC shall be *ex officio* non-voting members of the subcommittee; details on the Subcommittee on Student Evaluations of Teaching a permanent subcommittee. Regarding the SET, Committee debated whether we could require a lecturer to serve on the SET subcommittee, but ultimately decided that one spot could be filled by a lecturer if they volunteer to do so. Finally the document requires FAC to adopt or amend policies at the first meeting of every year.

MOTION to accept 13-14 FAC 13.

M/S/P Watnik/Gailey 6/0/0

d. **13-14 FAC 15: Review Schedule and MPP Interim Appointments**

Document reviewed in regards specifically to suggestion to include the Provost as a step in the RTP process. Watnik reviewed the referral, underscoring the main argument that as chief academic officer, the Provost should be involved in the RTP process, and should make the recommendation to the President. Dobb agreed and asked if the process ended with Provost, because it is a long one. Mitch had suggested the Provost recommendation be concurrent with the University RTP. Dobb said it would probably be good to insert the Provost into the process. Dobb also noted that we must be careful of the timeline of rebuttal and response. **Tabled for further consideration.**

e. **13-14 FAC 16: Recommendation on the Revised Student Evaluations Form**

Committee reviewed the revised questions and the referral from the SET subcommittee. Watnik expressed concern about responses to all of the first set of questions – nos. 1.1-1.9 based on ILO assessment -- going into the PAF because not all instructors are responsible for all ILOs. Dobb suggested that the sets of questions should be flipped: the first set of questions pertaining to ILOs should come last after the second set of questions, 1.13-1.30, which relate directly to the course and instruction. Ivey voiced concerns about assessment being conflated with evaluations of teaching, noting that these evaluations are for faculty review, not institutional review. Gailey agreed, noting that faculty struggle with the intentions of all of the ILOs, and that successfully addressing ILOs should not be for students to evaluate. Dobb again noted that at least the sets of questions should be flipped, returning the focus to the course evaluation, and perhaps making the second set voluntary. Dobb reiterated the value and potential of the open questions (1.10-1.12) but believes they should come after the course-related questions. Hegde added that in addition to concerns about ILO being part of evaluations, we should also be wary of the increased size of the form considering low response rate. Ginno noted that this form and these questions had previously been tested by volunteer faculty.

MOTION: Strike questions 1-9 and move questions 10, 11, 12 to the bottom of the form. Murray contributed that the information gathered in questions 1.1-1.9 was interesting and helpful information, and wondered whether the Department Chairs and Faculty members could adjust the form to include the questions pertinent to the course being evaluated. Dobb suggested that perhaps the ILO-related questions could be included at the end of the form as voluntary. Watnik again voiced concern about PAF and the numbers that go in. Ivey reiterated that this is not the venue with which to conduct assessment, regardless of our support of ILOs and assessment.

M/S/P Watnik/Hedge 6/0/0

6. Discussion Item:

- a. Student Learning Assessment: statement regarding confidentiality and privacy
(Julie Stein, 2:30 PM time certain)

Presentation on Blackboard outcomes assessment system for assessing ILOs, and potential departmental level interest in adopting the same system. Academic Programs and Graduate Studies has set up guidelines, and provided suggested language for the syllabus (or assignment) to guide student participation. The program allows instructors to identify assignments that could help evaluate the success in addressing identified learning outcomes. The Committee was assured that there would be no impact on student grades, and information would be gathered in the aggregate. AVP Opp further assured the committee that there are no issues with student privacy, and that the program has been vetted by IRB, and does not conflict with FERPA. Dobb expressed concerned about the syllabus language, and committee confirmed we must be very clear about the process for students. Fan asked about student options in opting out; Opp noted that if an assignment is chosen by the Professor to be assessed, a student assignment could be pulled, name or not. Opp reaffirmed that participation would be voluntary on the part of the faculty, and that a faculty member would directly align a single assignment to an ILO for potential assessment.

Stein and Opp requested that the Committee help review potential syllabus language; Committee asked for time to review and will work on this via email before the Summer.

7. Organizational Meeting:

a. Election of 14-15 FAC Chair

Liz Ginno nominated by Ivey. Approved by acclamation.

b. Election of 14-15 FAC Secretary

Secretary not selected.

8. Adjournment

Moved by Watnik.