Faculty Evaluation Task Force Minutes for Oct. 7, 2016
Meeting at Meramec Campus, SC 125, 2:30 pm

Attendance: Emily Neal, David Shields, Doug Hurst, Dennis White, Rita Pernik, Layla Goushey, Deborah Char, Ame Mead-Roach, Lonetta Oliver, Andrew Langrehr (co-chair), Jeff Papier (co-chair)

1. Approval of Agenda
   The agenda was approved.

2. Approval of Minutes
   The minutes for the Sept. 22, 2016 meeting were approved, with one correction.

3. Consensus Building on New Faculty Evaluation System
   Prior to today’s meeting, David created a Faculty Evaluation Component Table which listed elements possibly to be evaluated in the new system, along with potential data sources for those elements. The table engendered much discussion among the group, and helped advance our consensus-building process. We considered the meaning of some of the elements under the “Teaching” category. The group also discussed whether a separate “Peer” data source was necessary. Several task force members remarked that data from any given source is meaningful only when considered in the context of multiple data sources. The idea of administering student evaluations at the end of every course gave rise to some debate. In order to relate all evaluation elements to professional growth, the separate “Professional Growth” category was removed from the table. The “Teaching” category became “Professional Growth in Teaching,” while the “Service” category became “Professional Growth in Service.” The updated table will serve as a good starting point for our next meeting.

4. Communication of Task Force Progress
   a. CAC – Oct. 10
      Jeff discussed the main points he plans to present at the Oct. 10 CAC meeting. He received input from the group on additional information he should share.
   b. All College Day – Oct. 18
      Jeff reminded the group that our break-out session during All College Day will be held from 10:30-11:15 AM in Science/Math 203, on the FV campus.
   c. Local Academic Governance Councils
      A task force representative from each campus will present on the group’s progress at their local academic governance councils. Each representative will contact the appropriate council chair in
order to get on the November or December agenda. Dennis will present at FV; Jeff will present at FP; Emily will present at MC. Jeff will email Dusty and Syed and request that one of them present at W. To help with consistency of message, Jeff will share the outline for his CAC presentation.

d.  **HLC Criterion 3 Subcommittee – Nov. 11**
   On. Nov. 11, Jeff will be meeting with the HLC Criterion 3 Subcommittee to discuss evidence for the 3C Core Components of the College’s self-study assurance argument.

5.  **Completion & Implementation of New Faculty Evaluation System**
   The task force discussed aligning the faculty evaluation system with the academic year, rather than with the calendar year. We considered a variety of possibilities for making this transition, and will revisit this issue.

6.  **Topics For Next Meeting**
   a. Academic vs. calendar year for new system. Ways to transition to academic year.
   b. Continued consensus-building

7.  **Schedule Next Meeting**
   The next meeting will be from 1:30 – 4 pm on Fri. Sept. 28, on the Meramec Campus. Andrew will let us know the room.

8.  **Adjournment**
   The meeting adjourned at 4:30 pm.

--Submitted by J. Papier