
MEETING MINUTES MAR. 11, 2022

10-11:30 a.m. via Zoom

Meeting called to order: 10:02 a.m.

In attendance: Lenaya Andersen, Maggie Eirenschmalz, Marynia Giren-Navarro (Chair), Scott Huber, Andy Hughes, Ted Lambert, Casey Machen, Linda McGillicuddy, Jeff Olsen, Ben Scheible, Cecilia Vigil, Karen Wikander, Cheryl Woehr, Itzel Woolpert

Absent: Jonathan Lam, Kofi Poku

Guests: Amber Anaya

Approve Minutes from February 11, 2022

An amendment to the minutes was made to add "Only in instances where the dean believes that the agreed upon annual plan performance rating might not be met." This sentence was added to the following sentence from the February 11, 2022 minutes: "It was moved by Ben Scheible and seconded by Scott Huber to implement a mid-year check-in meeting only in instances where the dean believes that the agreed upon annual plan performance rating might not be met, and have evaluation training provided to the deans." The motion passed.

Ted Lambert moved and Karen Wikander seconded to approve the amendment. The motion passed.

Linda McGillicuddy moved and Ben Scheible seconded to approve the amended the February 11, 2022 minutes. The committee approved the motion.

Annual Plan Revisions

The committee reviewed the motions going to the Faculty Senate today and ultimately decided to pull them from the Senate agenda.

The committee motioned to table the existing motion for a mid-year check-in meeting, currently on the March 11, 2022 Faculty Senate Agenda.

Linda McGillicuddy moved and Ted Lambert seconded to table the existing motion and resubmit for the April 8, 2022 Faculty Senate Meeting. The motion passed.

Ben Scheible moved and Ted Lambert seconded to use the current motion: To implement a mid-year check-in meeting where the dean believes that the agreed upon annual plan performance rating might not be met. To provide 2 check boxes; issues or no issues. Attached documentation is required when issues are found. Have evaluation training provided by the deans. This was approved unanimously.

Lenaya Anderson moved and Ben Scheible seconded to revise the motion to state: To implement a mid-year check-in meeting only in instances where the dean believes that the agreed upon annual plan performance rating might not be met. To provide 2 check boxes; issues or no issues. Attached documentation is required when issues are found. Have evaluation training provided to the deans. The motion passed.

The motion concerning syllabus statements was deemed moot since VPAA Alexander updated the syllabus webpage.

New Business

Meeting with VPAA: Marynia met with the VPAA. A training for the deans is being created to include a book reading, table discussions, and a possible retreat. The committee listed suggestions to include in the training:

Policies and procedures,
NFA Contract,
Board of Regents policies (specifically Title 2 in the handbook),
Difference between annual evaluation and Chapter 6 disciplinary hearing,
Institutional integrity.

Marynia will add a discussion of suggested items to include in the dean's training to the next agenda.

Observations on Canvas: The committee did not get to this item in today's meeting.

Committee for AY 21/22

Committee dates for the remainder of the 4/8, 5/13

Next Meeting: April 8, 2021

Meeting adjourned: 11:39 a.m.