



MEETING MINUTES OCT. 8, 2021

10-11:30 a.m. via Zoom

Meeting called to order: 10:00 a.m.

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

Absent: Andy Hughes

Guests: Amber Anaya, Cheryl Cardoza, Virginia Irintcheva

Approve Minutes from September 3, 2021

Linda McGillicuddy moved and Scott Huber seconded to approve the September 3, 2021 minutes. The committee approved the minutes.

Welcome New Members

Jeffrey Olsen, Ben Scheible, Maggie Eirenschmalz, Lenaya Andersen, Jonathan Lam, and Ted Lambert

Revisions to the In-Person Observation Form

Chair Marynia did not receive a lot of input from her requests to department chairs and coordinators. Senate Chair Virginia provided a historical background on the forms.

Chair Marynia asked if the committee wants to continue working on the in-person form revisions? Noted concerns were evaluators taking examples on the form as "must do" items and the forms being too restrictive to cover all of the types of classes offered. Main suggestions received have been to make the forms less specific. The committee agreed to table the In-Person form and work on revisions to the Web Live and Web forms.

Suggestions for the Web Live and Web forms are to remove examples, standardize the forms, create guidelines for evaluators, and offer guidelines when obtaining input on these forms.

Senate Chair Virginia offered to speak with the VPAA and let the committee know to please contact her with any concerns with unreasonable evaluators. Chair Marynia will collect input via an email to the departments.

Cheryl Woehr moved and Scott Huber seconded to table the In-Person form and focus on the Online and Weblive forms. The committee approved.

Annual Plan Revisions

The committee discussed a motion from the Math Department and a motion from the WebCollege Faculty Advisory Committee. These motions were not supported by the Salary, Benefits and Budget Committee. Cheryl Cardoza also attended today's meeting to discuss NFA concerns.

There is a process already in place and keeping S1a on the annual plan is not necessary.

Ben Scheible moved and Ted Lambert seconded to forward to the Faculty Senate the request to remove S1a from the annual plan. The motion passed with 1 abstention.

Cheryl Woehr moved and Maggie Eirenschmalz seconded to remove S1a from each annual plan (Academic, Administrative, and Counseling) and forward this to the Faculty Senate. The motion passed with 3 abstentions.

The committee also approved of moving item S2.h to Commendable and Excellent and have it as a value of 1-3. This was voted and approved by the committee.

Cheryl Cardoza and Virginia Irintcheva will make a list of items to be discussed on the annual plan. Chair Marynia will distribute them for the committee to review (before the meeting) and provide input.

Next Meeting: November 12, 2021

Meeting adjourned: 11:37 p.m.