
MEETING MINUTES NOV. 17, 2023

10-11:30 a.m. via Zoom

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

In attendance: Lenaya Andersen, Tom Cardoza, Kurt Ehlers, Laurel Harrison, Andy Hughes, Rob Lively, Lars Jensen, Linda McGillicuddy, Jim New, Jeff Olsen, Kofi Poku, Cecilia Vigil, Chris Westin, Karen Wikander (Chair)

Absent: None

Guests: Amber Anaya

Approve Minutes from October 20, 2023

Jim New moved and Linda McGillicuddy seconded to approve the October 20, 2023 Professional Standards Committee Minutes. The committee approved the minutes with the correction to use the title of "Annual Plan/Self Evaluation" in the October Minutes.

Discuss and address the Faculty Senate concerns about the Annual Plan/Self Evaluation form changes

Concerns from the Faculty Senate were compressing S1-S3 and the difference in how each Dean utilizes the document. The committee will also review the Dean's Rubric.

Motion: Jim New moved and Linda McGillicuddy seconded to uncompress S1-S3 on the Annual Plan/Self Evaluation form. The committee approved the motion.

VPAA Rubric for the Deans

The rubric, created by the VPAA's Office was displayed and the committee had a good discussion.

Questions, concerns, and suggestions raised were:

- up-to-date forms - will other forms need to be reviewed,
- is this a rubric (it has instructions and opinions)?
- cited sources are old,
- the supervisor's evaluation form weighs heavily on student evaluations,
- invite the VPAA to discuss the rubric and have questions for him,
- "effective and less effective teaching practices" is too subjective and allows deans to evaluate faculty styles based on their own preferences, which is limiting,
- pass rates could be used as a part of teaching effectiveness could be detrimentally used,
- student retention is poor and should not be counted against the instructor,

- does not acknowledge that many students who don't pass still make progress and learn from mistakes,
- the rubric does not guide deans to be consistent,
- the rubric acknowledges the evaluation is subjective,
- suggest a horizontal rating chart and incorporate parts from VPAA rubric,
- will the self-evaluation be counted the same way?
- community service can be deemed inappropriate by dean,
- how does the dean assess student placement preparedness?
- suggestion for Professional Standards to create a rubric,
- craft form in January and have the VPAA attend a later meeting,
- a rubric draft was shared and will need more on the rubric to match the annual performance evaluation for academic faculty,
- Suggested to reorder – student evaluations should not be first,
- add rubric for annual performance evaluation for faculty into form,
- Offer a counter-proposal for the form.

Motion: Tom Cardoza moved and Rob Lively seconded to create a Language Subcommittee to review the rubric. The committee approved the motion.

A draft will be brought to Professional Standards in January and invite the VPAA to attend in February.

Potential joint meeting with ASA in January regarding BOR Statement

A potential meeting was suggested for January and a statement could then go to the Faculty Senate for a future meeting.

Meeting adjourned: 11:35 a.m.

Next Meeting: January 26, 2024, 10-11:30 a.m. via Zoom