

MINUTES (approved)
Faculty Evaluation Review Subcommittee
September 3, 2019 3:30PM
UC 251

Members Present: Youngsuk Chae, Nancy Palm, Rachel Smith, Misty Stone, Richard Kang, Chiuchu (Melody) Chuang

Guests Present: David Ward

I. Call to Order at 3:33

II. Adoption of the Agenda at 3:33

III. Approval of Minutes from April 2, 2019 at 3:34

IV. Nancy Palm elected Secretary

V. Chair Report

Rachel reviewed FERS's charge in the Faculty Senate By-Laws, meeting schedule, and the absence rule

VI. Old Business

- A. Discussion of future revisions to faculty evaluation portions of the Faculty Handbook to fix current typos and also with regards to the current switch to digital portfolios, and the timeline for spring evaluations and chair evaluations
 - a. We will submit correction of typos, Interfolio changes, and spring evaluation issues (if changes are necessary) as one document when complete
 - b. Rachel will invite Aaron Vandermeer to speak about Interfolio at our next meeting
 - c. Misty and Richard will review language about Interfolio in faculty handbooks at other institutions

VI. New Business

- A. Dr. Ward spoke about potential revisions to P&T process and evaluation/contract model
 - a. Suggests need for more clarity about whether or not new faculty are making adequate/significant progress towards promotion – possibly revise form to include a direct statement about whether faculty are making significant progress or need to improve/produce more
 - b. Consider changes to time of initial review (perhaps currently completed too soon) and contract length
 - i. Suggested possibility of first review after 3 years, and make this the only review until P&T
 - c. Rachel will distribute a list of schools to committee members to review their contract length and periods of review before next meeting

- d. Rachel will get numbers regarding first-year contract non-renewals
- B. Rachel will make proposals to address typos in Faculty Handbook at next meeting

VII. No Announcements

VIII. Adjournment at 4:39

Respectfully Submitted

Nancy Palm Puchner

Recording Secretary

