Meeting #5 Academic Policies and Personnel Committee (2015- 2016)

Tuesday, February 23, 2016

1:00 p.m. – 2:30 p.m.

DM 457 @ MMC/AC1-317 @BBC -ACI 319

*MINUTES*

**Members present:**M. O. Thirunarayanan (ED), Chairperson, Michael Christie (EG), , Deanne Butchey (BU), Adis Beesting (Library), Howard Wasserman (Law), Marin Gillis (Medicine), Kate Longo (CARTA)

*1.* The meeting was called to order at 1:06 p.m.

2. The agenda was approved without corrections/additions.

3. The Minutes of the meeting of January 27, 2016 were approved without corrections.

4. Discussion – FIU Co-Branding Protocol?

* Yesim Darici was working on this policy. Kathleen Wilson says that this policy exists, but Thiru has been unable to get a copy of this policy.
* February 2 minutes of the Faculty Senate meeting mention it, but the policy has not been reviewed by APPC.

5. Discussion – Faculty Assessment of Administrators Survey

* Request that the administration release the results of the FAAS.
* Recommend that the results of the evaluation of administrators be made publicly available in a website. Similar to the availability of student evaluations of faculty.
* Future faculty evaluations of administrators include statements from the job descriptions of the administrators so faculty are aware of the criteria being used to evaluate administrators.
* Include some items regarding how administrators support the work of faculty members be included in the evaluation.
  + With low response rates the results of the FAAS are not released.
  + Anonymity is still a concern.
  + If the FAAS continues not to release results, units may have to develop their own assessments.
  + The FAAS results should be released.

6. Discussion – Scholarship of Engagement - Guidelines or Criteria?

* Deanne Butchey & Divinia Grossman developed guidelines, but the recommendations were never implemented.
* Look at Faculty Senate Awards & TP document.
* Issue that Faculty member brought up is not Scholarship of Engagement.

7. Discussion - Student Assessment of Instruction – Question Review

* College of Business conducted a study on the correlation between question between 15 & 16. Grades & Assessment are positively correlated.
* (Q1, Q2, Q8, Q9, Q10, Q12, Q13, & Q15) are required to be included in assessment.
* Law school ‘s assessment allow for a N/A choice on the scale.
* Question rewrite recommendations:
  + For example: “This course was structured in a way that helped me learn” instead of Facilitation of Learning
* Kansas State has thousands of questions on course assessments.
* Chancellor’s Memorandum, recommending questions, is dated 1995 and it may be time to review.
* Online/Hybrid courses and questions should assess those learning experiences.
* Recommend that the Committees working on this redo and revise FIU questions.

8. New Business

* Scheduling rooms for online course F2F exams. Only 2 computer labs can accommodate large classes and you cannot book 2 consecutive blocks for a 4 hour block. Thiru will investigate what is the policy and if it needs review.

9. Meeting adjourned at 1:49 p.m.

Respectfully submitted by Adis Beesting, APPC Secretary