**Evaluation Sub-Committee**

**Meeting Minutes**

**Friday, Dec. 12, 10:30-12:30**

In attendance: Heather Steel, Cindy Hyslop, John Rice, Steven Garcia, Janie Moore, Tami Mette, Stephanie Davis, Lora McCarty

Excused absence: Lynette MacFarlan, Laurie Walsh, Mary Doucette

* Went over form revised by Stephanie and Lora M.
	+ Form includes a combination of Y/N criteria, and rated additional activities
* Point was made that requirements for merit need to be equitable with other institutions
* Suggestion was made to run form by Frank Daniels to see how different number scenarios play out
* Decision to get rid of 4th role and move to additional activities for service
* Need to find/figure out how many additional activities are appropriate
* IDEA score(s) taken out, made part of rated score and assigned a set percentage

Next meeting: Jan. 16, 2015, 10:30