

September 05, 2012

1000 AM- 1118 AM

Faculty/Administration Evaluation Committee

Members present:

Cindy Hyslop, Peggy Drussel, Janie Moore, Kathy Schwandt, Lynette Macfarlan, and Xunming Du.

Not present:

Stephanie Davis

Cindy reported that the Faculty Senate and President's Council approved and passed the changes to the Faculty Evaluation. Cindy is working with Susanna Dorr to get the revised evaluation information on the website. Susanna needs the process completed by the committee in steps to complete this task. Janie was asked if a student worker could work with Cindy to help break down the steps the group took to complete the new evaluation process. These steps will then be turned in to Susanna.

The committee has been asked to review the GBC Administrator Evaluation. All at the meeting were in agreement that this should be discussed with Dr. Curtis and possibly Mike McFarlane to see if this is truly a function of this committee. Guidelines are needed into what exactly is needed in this evaluation and if Dr. Curtis would give us direction to proceed. Questions that arised from looking at the old evaluation included: Who is considered administrators? Are site directors included in these evaluations?

Laurie Walsh stopped in to ask if the committee would look at the evaluation and design a form that coincides with tenure track. The committee is willing to work on this with the other groups, but not willing to design this form independently.

Goal for this year is to maintain the evaluation information and possibly to work on the GBC Administrator Evaluation. This evaluation has not been completed for several years due to the last designed evaluation. Realizing that there is importance for a routine evaluation, but not sure if the committee should be designing such an evaluation.

Cindy informed the group that the adjunct orientation is now online and ready to be used by adjunct faculty. The adjunct will need a ten digit number or e-mail address to be added to Web Campus for completion of the orientation. A copy of the completed questionnaire done during the orientation will be placed in the adjunct files.

Cindy and Peggy will set up a meeting with Dr. Curtis to discuss the faculty evaluation. At this time we will show Dr. Curtis the Faculty Evaluation and research pertaining for evaluation. In regards to the evaluation the committee would like to suggest a workshop on the percentages used for the faculty evaluation.

The committee decided that the Faculty/Administration Evaluation Committee will meet on the first Wednesday of each month. Therefore, the next meeting will be held October 3rd at 10 AM. Place of meeting TBA.