

**MINUTES**  
**Faculty Affairs Committee Meeting**  
**March 3, 2009**

In attendance: Jim Nechols, Jennifer Askey, Donita Whitney-Bammerlin, Judy Hughey, Bill Hsu, Stacey Warner, Mark Haub, Amy Schultz, Kaleen Knopp, Clyde Howard, Ellen Urton  
Visiting: Bill Pallett (IDEA Center)

1. Approval of agenda—passed as stands
2. Approval of February 17, 2009 minutes—passed as stands
3. Announcements
  - a. Graduate council is discussing our suggested changes to the grad student grievance policy. We will see that again in the future.
  - b. Administrative evaluation changes were approved by Provost Nellis
  - c. Appendix G was approved by FS Executive Committee
4. Visit with Bill Pallett—IDEA Center
  - Three feedback tools for administrative evaluation: feedback for chairs, feedback for deans, feedback for other higher ed administrators
  - Gap evaluation on the administrative evaluations—analysis of differences between dean/chair self-evaluation and faculty evaluation of same skills
  - KSU has not used the administrative evaluation tools to date (other schools that have include: Penn State, VA Tech, Utah State)
  - For the Student Rating System: POD IDEA Center notes or learning notes (Professional Organizational Development)--looking not only at how did the instructor, for example, perform in the eyes of the respondent, but how s/he could work to improve in areas that may need help
  - IDEA is now looking at something similar to help administrators improve, similar to the POD support on the student rating system

IDEA and KSU student evaluations—estimated used in about 15% of the classes.

5. UH changes re: Student Evaluations of Teaching
  - Does the Office of Assessment keep stats on how many tenured profs submit the minimum one course per year evaluation?
  - KSU left off using the IDEA form because, at the time, the only option was the 43-question diagnostic form; it is also a more complex form to fill out and to analyze
  - Philosophical differences between the types of evaluation needs—to provide feedback to the instructor for teaching improvement OR to provide feedback to the dept chair for merit pay
  - Issues to think about for KSU faculty: tying in evaluations to SLO; assessing the new General Ed program (could that really work?—Cia Verschelden is on IDEA's board); working on retention of students.
  - Group summary reports: can amass stats for a dept over the course of a few years and look at the learning objectives the dept is selecting, the success in those endeavors, etc.
  - Discussion regarding our feelings about teaching and teaching evaluations, etc.; discussion of possible road blocks to the passing of the UH changes in FS.
  - Road map: Office of Assessment; Deans/Colleges to be called and stats collected on how many people are or are not evaluating their courses; alter the UH language to read well; provide solid justification (Subcommittee)

6. Resolution re: Child Development Center
  - Motion to approve the resolution, with small amendment re: exposing adults to toxins (Askey, Wagner)
  - Amended resolution unanimously approved and plan to move to Executive Committee agenda at the next meeting