

**Kansas State University Faculty Senate
Faculty Affairs Committee
Minutes
February 21, 2017**

3:45 p.m. – Business Building 2138 (inside 2121)

Attendance: Charlie Barden, Kristan Corwin, Gayle Doll, Troy Harding, Stephen Kucera, David Lehman, Jason Maseberg-Tomlinson, Char Simser, Jeff Stevenson, Brian Niehoff (Provost Liaison), Charlotte Self (HCS Liaison), Meredith Clark (Student TEVAL rep), Scott Finkeldei (Gen Univ), Jana Fallin, Amanda Tross and Bill Hsu (guests)

- ❖ February 7, 2017 Minutes were approved with two corrections: Scott Finkeldei's name had been misspelled and the addition of "A policy variable to be discussed is a requirement that student feedback be sent to supervisors or department heads" was added to the discussion about TEVALS.
- ❖ Old Business
 - Brief Review Section B, C and Appendix Q. The committee reviewed a section about comments or reviews by others for tenure and opted to revert to the original language. This change was made and the document will be sent to Lyn Carlin.
- ❖ New Business
 - Amanda Tross, Scott Finkeldei and Jana Fallin demonstrated the new TEVAL on-line interface. It is meant to be easier to start the process and to eliminate process barriers for Jana's staff. They demonstrated how to set up a TEVAL. The new interface can be used to combine sections and be used for multiple instructors. It also uses more information from KSIS and CANVAS so some data is self-populating. Departmental templates can provide additional questions. Distribution is similar to the past model as reminders are sent to students through emails. Fallin discussed educational pieces to help faculty learn how to better use these resources. Mid-term evaluations currently use Qualtrics--essentially a copy of the TEVAL. Fallin believes it is a benefit that the center offers so many options for evaluations—paper, online IDEA, TEVAL. She did not feel that doing a formative evaluation could be used to take the place of a summative evaluation. The committee discussed using TEVAL instead of qualtrics at mid-term and then it would still be counted. Would you lose some validation of the instrument if you didn't save it until the end? Niehoff mentioned correlation between mid-terms and end of semester assessments. Some things would have to be changed (i.e. the report date available). Bill Hsu asks the Center to provide best practices. Reports from previous semesters will be included. Paper reports will always be available here as well. The Center does not have an estimate of compliance. Fallin explained that deans get this information and that it should be their responsibility to police compliance. We'd like to give the number to the students—compliance rates once you drop Math and Education and small classes. There are plans to add a mobile app for any device.
 - Report on salaries. This report comes out every year since 1981 and looks about the same every year. New ranks and titles will be figured in in the future but they are not in this report. This report focuses on tenure track because non-tenure track do not have good comparative data. Those numbers should be figured out at some point. Section C: will new titles be included in raises. The report was received and discussed.

The meeting was adjourned.

- ❖ Next Meeting: March 7, 2017 (Business Building 2138). No meeting on the 21st of March.