

**Kansas State University Faculty Senate
Faculty Affairs Committee
Minutes
November 1, 2016
3:30 p.m. – Business Building 2138**

In attendance: Kristan Corwin, Gayle Doll, Stephen Kucera, David Lehman, Jason Maseberg-Tomlinson, Char Simser, Jackie Spears, Jeff Stevenson, Brian Niehoff (liaison for the Provost) and Charlotte Self (liaison for Human Capital Services).

- ❖ Minutes for the October 18, 2016 meeting were approved with corrections.
- ❖ Old Business
 - Student Evaluation System Working Group

More discussion took place on next steps with student feedback forms and when best to administer. Should we get some feedback from faculty on how they see evaluations? Should we identify teacher behaviors that correlate with student objectives? We suggest more education for faculty in how to use TEVAL and IDEA. We wondered if we should make a statement in the handbook about using student feedback as only about 30% of the teaching evaluation and listing other options. Should we encourage beginning teachers to use long forms and seasoned instructors to use shorter forms? We thought we could suggest that instructors do online evaluations during class time. Future goals for our group may be to make recommendations for department documents. We made suggestions about other resources we could review as well as department heads that might share their best practices at future meetings. Discussion will continue at our next meeting on November 15.
- ❖ New Business
 - Review Provost's comments on revisions to Section C of the University Handbook

We reviewed the provost's comments on revisions to Section C of the University Handbook and responded to changes.
- ❖ Next Meeting: November 15, 2016 at 3:30 p.m. (Business Building 2138)