

# Faculty Evaluation Committee

## ***Fall 2008 Activities and Accomplishments***

*Members:* Janice Miller-Young, Pat Kostouros, Brian Traynor, Alana Gieck, Manuel Díaz-Ávila, Cecilia Sessarego, Geoff Owens

### ***August***

First meeting of the 08-09 committee. To maintain cohesiveness in the FEC from year to year, co-chairs were established. Since the FEC members remain on this committee for two years this will ensure consistency and help with the transition from year to year.

*Co-chairs for 2008-09:* Janice Miller Young (2<sup>nd</sup> year) and Brian Traynor (1<sup>st</sup> year).

The committee reviewed the FEC Charter and the recommendations in the May 9, 2008 FEC Report. Items identified for investigation included:

- Post-tenure review process (collective agreement, Chair's Committee findings, Faculty Annual Reports, process changes affecting Counselors & Librarians.
- Consistency in the distribution(or handling) of Student Evaluations of Instruction
- Possible role of FEC in Evaluation of Rank discussions across campus
- Evaluation tools for online courses
- Training of Peer Evaluators

There was considerable discussion to the purpose of the committee and its effectiveness. It was decided to continue until the end of the year and then reassess FEC effectiveness.

### ***September***

Committee members reported on their assigned investigations.

Georgina Grant and Crystal Koch from the Office of Institutional Analysis and Planning presented their experiences with the pilot on-line survey that was administered in the winter 2008. This stimulated considerable discussion and a further action to research the process used in the Faculty of Nursing develop new evaluation instruments.

Feedback from the co-chairs responsible for the development of a Faculty Annual Report (Lee Easton & Brenda Hendrickson) was positive on the potential contribution into the design of a new form.

Regarding the Training of Peer Evaluators, it was decided that a member of FEC should be part of the team that Elaine Mullen is leading on this (Pat Kostouros). The FEC also considered having a faculty member from the Faculty of Teaching and Learning as an ex-officio member of FEC.

## ***October***

After reviewing the inclusive process that the Faculty of Nursing had for the development of a Student Evaluation Instrument, the FEC will make a recommendation to MRFA that a similar process be followed for developing an evaluation instrument for online courses. This effort must be properly resourced and tested. The FEC will try to include a resource-cost estimate as part of its recommendations.

Brenda Hendrickson and Lee Easton met with the FEC and provided context for the Faculty Annual Report efforts underway. A timeline for developing a pilot form was identified. Some initial feedback on concerns and implementation of the form were discussed. As a result, FEC members were asked to examine current FAR information and to solicit input from faculty members. This information could then be consolidated and passed along. The timeline for development and pilot was re-examined and the need for input and testing identified. The FEC agreed to help with the process and saw this as a good initiative to be involved in.

Research group on Evaluation of Teaching. Geoff Owens (FEC) volunteered to liaise with this group and keep both committees informed of their activities.

## ***November***

FEC members reported on the input received from faculty members. It was informative to have a wide variety of views. This was consolidated (raw form) and then passed along to Brenda and Lee.

ADC passed along a request from a new instructor for assistance with assessment of online courses. Some further research results are expected from a US survey in early 2009 and will be shared with the FEC.

The Advisory Resource Group for Evaluation and Teaching (TARGET) is identifying resources on peer, chair and student evaluations.

## ***December***

The FEC meet with Brenda and Lee to review the feedback provided. There was excellent discussion and ideas were further explored. The FEC will continue to work on the FAR and will be actively involved in providing feedback on report templates, online tools and ease of use. The FEC agreed to take on this role and help in the communication of the Faculty Annual Report process to the MRFA community.

Members of the FEC were invited to attend the Appointments, Promotions, and Tenure Committee (APRC) at their December retreat. In 2008, the FEC had some research done on best-practice principles and policies for Evaluation of Teaching. Materials were prepared, but weather conditions prevented participation. This will be rescheduled in the New Year.