

Salve Regina University

Digital Commons @ Salve Regina

Faculty Assembly Documents

Faculty and Staff

2-3-2016

Faculty Assembly Powerpoint Presentation 2-3-16

Salve Regina University

Follow this and additional works at: https://digitalcommons.salve.edu/fac_assembly



Part of the [Education Commons](#)

Recommended Citation

Salve Regina University, "Faculty Assembly Powerpoint Presentation 2-3-16" (2016). *Faculty Assembly Documents*. 310.

https://digitalcommons.salve.edu/fac_assembly/310

Rights Statement



In Copyright - Educational Use Permitted. URI: <http://rightsstatements.org/vocab/InC-EDU/1.0/>

This Item is protected by copyright and/or related rights. You are free to use this Item in any way that is permitted by the copyright and related rights legislation that applies to your use. In addition, no permission is required from the rights-holder(s) for educational uses. For other uses, you need to obtain permission from the rights-holder(s).

AGENDA

Faculty Assembly, Wednesday, February 3, 2016

Bazarsky Auditorium, Room 160, O'Hare Academic Center, 3:00-4:30 PM

I. Approval of Minutes of Faculty Assembly Meeting of December 2, 2015

II. Treasurer's Report: Dr. Emily Colbert Cairns

III. Scheduled Announcements:

- Mr. Michael Caruolo, Director of Safety & Security, ALICE/Active Shooter & Intruder Training
- Mr. John Rok, Introduction of Director of Athletics, Ms. Jody Mooradian
- Dr. Timothy Neary, Nominations and Elections Committee Announcement
- Dr. Sami Nassim, Director of Multicultural Programs, Multicultural Week
- Dr. Scott C. Zeman, Provost, Announcements
- Dr. Troy Catterson, Adjunct Liaison Appointment of Dr. Peter Colosi

IV. Curriculum Revision Committee: Dr. Madeleine Esch

- Notification of approved proposals
- Notification of withdrawn proposal
- Approval/Voting: ART074
- Reminders

V. Report from the Evaluations Process Committee: Dr. Donald St. Jean

VI. Other Business/Unscheduled Announcements

Adjournment

Quorum Count:

128 regular voting members

40%=50 members for quorum

1. Click 1/A

Do you approve the minutes from the last meeting?

1. Yes	94%
2. No	0%
3. Abstain	6%

Treasurer's Report:

Dr. Emily Colbert Cairns

Scheduled Announcements:

- Mr. Michael Caruolo, Director of Safety & Security, ALICE/Active Shooter & Intruder Training
- Mr. John Rok, Introduction of Director of Athletics, Ms. Jody Mooradian
- Dr. Timothy Neary, Nominations and Elections Committee Announcement
- Dr. Sami Nassim, Director of Multicultural Programs, Multicultural Week
- Dr. Scott C. Zeman, Provost, Announcements
- Dr. Troy Catterson, Adjunct Liaison Appointment of Dr. Peter Colosi

Curriculum Committee

Faculty Assembly

Feb. 3, 2016

Notification: Approved Proposals

- ART1xx: Art of Website Design—1 supportive comment
- ART1xx: Illustration
- Rehabilitation Counseling change in clinical hours for RHB520, 521
- Chemistry major change in MTH requirements

1 supportive comment

—

Notification: Withdrawn Proposal

- CHP390: Field School in Historical Archaeology proposal to offer 3- or 6-credit option withdrawn because the option already exists

ART074: Woodshop Safety & Tools

- Proposal:
 - Adds existing 1-credit ART074 as a requirement for Studio Art majors
 - Changes number of required credits from 49 to 50
- Faculty Review Summary:
 - Has received 2 positive comments

The Curriculum Committee moves that the Faculty Assembly endorse the proposal to add ART074 as a requirement for the Studio Art major.

- | | |
|------------|-----|
| 1. Yes | 94% |
| 2. No | 0% |
| 3. Abstain | 6% |

Motion:

The Curriculum Committee moves that the Faculty Assembly endorse the proposal to add ART074 as a requirement for the Studio Art major.

.

- | | |
|------------|-----|
| 1. Yes | 33% |
| 2. No | 33% |
| 3. Abstain | 33% |

Reminders

- Look for emails from “SharePoint Admin” when new proposals are posted. Follow link or visit MySalve>>Offices & Services>>Academic Affairs>>Academic Revision
- Submit proposals to be considered at April meeting by Tuesday, March 1

Adhoc Faculty Committee on Evaluation Process for Administrators

Fall 2006

Guiding Principles for Evaluation of Administrators by the Faculty

- The process is considered fair and part of an established routine.
- The process is developed in collaboration with Senior Administration, those being evaluated and the evaluation team.
- The baseline for what is being evaluated is clearly defined and understood.
- Those being evaluated provide information related to goals/objectives needed to facilitate communication and a basis for evaluation.
- Intent of evaluation is to recognize excellence or to provide specific recommendations for improvement of performance.
- The evaluation needs to be objective, not subjective, to reduce the potential for personal bias -- likes and dislikes.
- The results of the evaluation need to be discussed with those evaluated in a sincere attempt to bring positive resolution to issues identified.
- The method of dissemination of results needs to be carefully designed to provide feedback to all concerned in a manner that respects privacy and is constructive.

Three-year cycle:

- Year A: VPAA enters the process
- Year B: Graduate Dean
- Year C: Undergraduate Dean

Eight-step Process

- **Step 1:** Department chairs and program directors provide information to the appropriate administrator through their annual report or program review, and the departmental narrative of their annual budget request. (June, Year A)
-
- **Step 2:** At the official opening of the academic year, the designated administrator presents to the faculty his/her job description, progress on past goals and identification of new goals as developed with the President and/or VPAA in light of faculty input. (late August/early September, Year A)
-
- **Step 3:** The EPC distributes a Faculty Feedback Form to surface questions or concerns raised by step 2. The EPC will transcribes these responses to maintain anonymity, share this transcription with the designated administrator, prepare a written synthesis of major trends and meet with the designated administrator to discuss this information. (Sept. Oct., Year A: see the attached Step 3 Faculty Feedback Form.)
-
- **Step 4:** The EPC schedules and facilitates a Faculty Forum to continue dialogue with faculty and the designated administrator; the administrator addresses faculty input and questions from preceding steps. (Late Oct./early November, Year A; preferably during a 5th Wednesday 2:30-4:00 p.m. meeting block.)

Eight-step Process

- **Step 5:** Dialogue between faculty and the designated administrator continues during annual meetings between administrators and the departments/programs (or their chairs/directors) under their purview.
- **Step 6:** Faculty provide their perceptions of the Administrator's performance via the electronic IDEA survey "Faculty Perceptions of Academic Dean." (NB: used to assess the VPAA as well as the Deans.) The EPC and administrators involved in that year's process create customized questions for the IDEA survey as needed. The designated administrator and his/her immediate supervisor (the President and/or VPAA) receive the results and use the data to plan. (Customizing: late fall/early spring semesters; survey in March/early April, Year A.)
- **Step 7:** During the opening meeting of the next academic year (see step 2), the designated administrator will share his/her response to the results of the preceding year's FIEAA process. (Late August/early September, Year B)
- **Step 8:** One year after step seven, the EPC and the designated administrator will invite faculty feedback regarding the designated administrator's progress in responding to their input, especially as identified in step seven. The EPC will transcribe and synthesize this feedback as in step 3 and will meet to discuss this information with the designated administrator. (Late August/early September, Year C; see attached sample of a Mid-cycle Faculty Feedback Form).

Other Business /Announcements



Followed by Adjournment ...

Motion:.

- | | |
|------------|-----|
| 1. Yes | 33% |
| 2. No | 33% |
| 3. Abstain | 33% |

Motion:.

- | | |
|------------|-----|
| 1. Yes | 33% |
| 2. No | 33% |
| 3. Abstain | 33% |

Motion:.

- | | |
|------------|-----|
| 1. Yes | 33% |
| 2. No | 33% |
| 3. Abstain | 33% |