

Faculty Development, Assessment and Improvement Committee
Minutes 2-1-18
Draft submitted by Karen Jensen

- I. Sarah Stanley called the meeting to order at 1:05pm.
- II. Present: Sarah Stanley, Steve Hunt, Karen Jensen, Madara Mason, Jessica Skipper, Emily Perryman [not a quorum, committee has 9 voting members so needs 5]
- III. Last meeting minutes were not approved due to lack of quorum.
- IV. Discussion of next meetings and meetings for rest of semester. Emily will do another Doodle poll focusing on 4th Tuesdays of the months, with other dates/times as well.
- V. Steve gave a brief report on the Administrative Committee meeting. He said it was mostly discussion, not much to report. He had no update on the progress for the search process for Faculty Development Coordinator (?) except that the Provost has not forgotten about it. Madara mentioned that she is fielding some questions from faculty that would be appropriate for this person to respond to; she is hesitant to do too much with filling in for Joy because it could vastly increase her workload.
- VI. Sarah gave a report on the “faculty orientation working group” appointed by the Chancellor. Sean Topkok is heading up the group, working on content for faculty orientation content on Alaska Native culture. Sarah said that she found a 2008 document outlining Joy’s orientation schedule; she will share this on the committee’s Team drive for discussion. She said that the intention is still there for the working group to use our committee as a test case.
- VII. Jessica from the Provost’s office gave an overview of her process with communicating to faculty about Blue evaluations. She said one issue is having two separate websites, one that the old subcommittee of FDAI (the ECAI) used and the provost’s one. She recommends having only one. The Provost’s office and Jessica would like FDAI to continue to be involved in Blue and efforts to assist and communicate with faculty and students about the importance of evaluation, and the responsibility of faculty to support it. Jessica said that some of the email feedback she received from faculty was quite inappropriate; that matter is being handled by Alex Fitts.

Jessica mentioned several people who are involved with Blue in various ways. She will share with us how she would like for us to support her efforts, and also provide us with a rules structure so that we know how Blue was implemented. Madara also offered for her department to be more involved in creating graphics or video to promote it. Sarah suggested that the Chancellor could also incorporate his endorsement, as he has for the safety minute. She also suggested that the Chancellor could offer a prize to the college

or unit with the best response rates overall. Other suggestions for incentives for faculty and students to do evaluations were offered.

The committee may need to add this charge to its Bylaws; Karen will investigate and make a recommendation.

The group agreed to plan a promotional video, based on interviews with the faculty with highest response rates. We'll create a planning document on Team Drive.

VIII. Meeting was adjourned at 2:10pm.