

CCRI FACULTY ASSOCIATION
Evaluation Review Committee

MINUTES

Date: Friday, 10/20/23

Time: 1:00-2:00p

Place: Knight 4216

I. Call to Order: 1:02p

II. Roll Call:

- Liz Del Sesto, Blair Harrington, Roger Hart, Cynthia Johnson, Leslie Killgore, Barbara Nauman

III. Approval of Agenda:

- **MOTION TO ACCEPT:** Hart, Del Sesto
- Discussion: There being no full committee carried over since S2023, we're skipping approval of minutes
- **VOTE:** all in favor

IV. Election of Chair:

- **MOTION TO ELECT LIZ DELSESTO AS CHAIR FOR AY2022-2023:** Nauman, Hart
- Discussion: None
- **VOTE:** All in favor

***Minutes will be posted on the BSTM divisional Dean webpage**

V. Old/Continuing Business:

- SRIs
- In deference to new members, postpone discussion until next meeting
- **MOTION TO TABLE UNTIL NEXT MEETING SO THAT ADDITIONAL EXAMPLES FROM OTHER INSTITUTIONS MAY BE ADDED AND MEMBERS MAY REVIEW/COMMENT BY DEADLINE OF NOV 3:** Nauman, Johnson
- Discussion:
 - Thanks to Bill for uploading from Pine Manor

- Blair has examples from Holy Cross
- Already have ones from URI and RIC
- SRIs live in Banner
- If could migrate to BB, then easier for students to access AND departments could add questions specific to department, program, course
- The whole document and process is antiquated
- Response rate very low; other colleges withhold grades until students complete
 - Mentioned possibility of withholding grades to RC and she was very resistant
 - URI has them in BB; curious about their usage rate
- **VOTE:** all in favor

VI. New Business:

- Evaluation Plans
 - Deans are to review to ensure faculty dates are correct and plans are following contractual
 - **MOTION THAT DEANS AND A-DEANS ON THE EVALUATION COMMITTEE REVIEW THEIR DIVISIONAL EVALUATION PLANS FOR ACCURACY OF HIRE DATES AND ACCURACY OF SEQUENCING BY OCT 27 AND THAT DEANS SEND A MESSAGE TO EACH CHAIR WITHIN THEIR DIVISION ABOUT ANY CHANGES/CORRECTIONS THAT NEED TO BE MADE:** Nauman, Hart
 - Discussion:
 - Can we figure a way to redistribute faculty in the cycle when they've become clumped up?
 - **VOTE:** all in favor
- SRIs
 - Recap from last year: the committee recommended extending the timeline to begin the day after DNP and go to the end of semester. This year: Dec 15
 - **MOTION TO 1) REMIND CHAIRS TO ENABLE ALL EVALUATIONS IN THEIR DEPARTMENTS AFTER MID-TERM GRADES SUBMITTED, 2) EXPLORE WITH MARKETING/COMMUNICATIONS REMINDING STUDENTS WEEKLY, 3) PROMOTING TO CHAIRS TO SEND REMINDERS TO STUDENTS AS WELL AND FOR FACULTY TO ACCOUNCE IN BLACKBOARD, AND 4) ASK ADVISORS TO MESSAGE THEIR DEDICATED STUDENTS IN STARFISH:** Killgore, Hart
 - Discussion:
 - Best that chairs enable for all faculty or according to eval plan. Use it as opportunity for 1:1 with faculty who may be having problems
 - Del Sesto and Harrington can take the Starfish message piece to the Starfish group and ask Tanekar Alexander if possible to do a mass reminder to students
 - Is there a way after this year's SRIs to see if all this messaging is effective?

- **VOTE:** all in favor

VII. MOTION TO NOMINATE LESLIE AS SERETARY: Del Sesto, Nauman

- Discussion: None
- **VOTE:** all in favor

VIII. Additional New Business

- Re-platforming SRIs
 - **MOTION TO ASK CATHY PICARD TESSIER TO NEXT MEETING TO DISCUSS FUNCTIONALITY OF SRIs IN BANNER:** Harrington, Johnson
 - Discussion: None
 - **VOTE:** all in favor
- Changes to T/P forms
 - This committee not purview of forms change
 - Killgore will bring issue to AA team meeting and that the issue came up in Evaluation Review Committee and they'd like opportunity to opine on the issue
 - Eventually, present to Teaching and Assessment committee of Senate

IX. Scheduling next meeting: Tuesday, Nov. 21, 3:00-4:00p; Del Sesto sending Outlook invite

X. MOTION TO ADJOURN @ 1:59p