

## Faculty Evaluation Committee Minutes

10:00-11:30 a.m.

August 9, 2018

Ordway 106

Present: Sue Grady, Becky Easton, Lyndy Forrester, Dana Scott, Mark Usnick, Walt Webb, Collin Witherspoon

Absent: Donna Cleere, Stefanie Decker, Nancy Forrest, Emily Gilbert, Macy Kohler, Brian Jacob, Justin Johnson, Toni Van Dyke,

Guest: Sarah Bruce

- I. The minutes were approved.
- II. Sarah Bruce demonstrated the changes she has made at the committees request in the Cornerstone faculty evaluation. The committee discussed several other modifications. Sarah will continue revising the evaluation form in Cornerstone. She will send a .pdf file of the form to the committee for editing via email attachment.
- III. The committee corrected a mistake on the previous recommendations document and added two additional points to the list:
  - A. Second- and third-level supervisors will have read-only access to all of the pages in each performance review except the sign-off page. The sign-off page includes a comment box where these supervisors can give feedback.
  - B. Goals--both those created by individual faculty and those created by supervisors to align with the Strategic Plan--are part of the evaluation process, but they do not have a separate percentage attached to them. The degree of achievement for each goal should be discussed on the teaching, professional development, and service pages on the Cornerstone evaluation.

The committee will review and give feedback on this draft today and tomorrow. If the draft receives the committee's approval, it will be submitted to Faculty Senate on Monday.