

## Faculty Operations Committee Meeting Minutes

Meeting Date: 5.4.21 Recorded by: Susan Schauer

**Next Meeting: may be summer, with Dean Paul Allen**

Name	Title	Present
Tom Beach	President	Y
Irina Alvestad	Vice President	Y
Susan Schauer	Secretary	Y
Dennis Davies-Wilson	Faculty Senator	Y
Mario Velardi	Member	Y
Kris Nadler	Member	Y
Min Ro	Member	Y

Committee approved past minutes from 4.6.21

Committee approved list of Graduates

**Proposed revised syllabus template:** review of Professional Development committee's syllabus template and Susan's suggested revisions. Irina has concerns that in past DC provided to faculty certain specific course information including catalog description. Mario made revisions as we talked – included more links so faculty can easily access webpages containing information. This body will receive final draft for review after PD finalizes it.

**New Faculty Excellence Award:** Discussion of what the process should be and when the award should start – this year or next? Judging panel might consist of those who previously won. Do we limit number of nominations that individuals can make? We need to do more research to determine how to use available evidence – quantitative measures of performance and how to balance that with opinion. If fac, staff and students don't have access to quantitative evidence, how do we eliminate bias? Tom suggests that nomination information will be aggregated for each nominee to allow an accurate evaluation. If people get kudos in multiple areas vs just one area, that counts. Make clear that nominators address just those areas they are familiar with, don't need to address all. Suggested we increase guidance to nominators on information to provide, at top of form.

Kris will use info in minutes to research best processes. Kris wants to know date info needed.

### **Action Items, Topics for next meeting:**

Kris Nadler volunteered to research equitable and inclusive processes for making awards. It is hoped these can be used to inform our development of a process for the Faculty Excellence Awards.