

College of Education
Policy Council Meeting Minutes
 12:30-2:30 PM, Wednesday, April 20, 2016, EBA 347

Bold means Present; *Italicized means arranged a proxy*
 2/3 of elected members required for quorum (11 elected members total)

Alfaro, Cristina (DLE)	Kraemer, Bonnie (SPED)
Bredvold, Marilyn (Staff Rep.)	Gallego, Margie (STE)
Butler-Byrd, Nola (CSP)	Lozada-Santone, Patricia (Student Rep.)
Duesbery, Luke (STE), Co-Chair	McClure, Mendy (Lecturer Rep.)
Farnan, Nancy (Dean's Office)	Taylor, Brent (CSP), Co-Chair
Frey, Nancy (EDL)	Tucker, Mark (ARPE)
<i>Ritblatt, Shulamit (CFD)</i> <i>Vanja Lazarevic</i>	IVC Rep. (Vacant)
Johnson Jr., Joseph (Dean's Office)	

Quorum was reached.

Welcome and Introductions

1.0 Approval of Agenda

Frey moved to approved; Lazarevic seconded by.

2.0 Approval of Meeting Minutes of March 16, 2016

Kraemer motioned to accept; McClure seconded.

3.0 Old Business

- Frequency of Periodic Evaluations for Temporary Faculty
 - Policy Council drafted language for consideration by COE. The intent is to encourage, but not mandate, annual formal evaluations for temporary faculty on three-year contracts: "Departments are not required to formally evaluate temporary faculty in years 1 and 2 of a three-year contract. However, the Department Chair or Director is strongly encouraged to continue to review and document interim progress, concerns, and achievements the lecturer may be experiencing during that time frame." This draft language will be put forward for a vote by the entire college.
- Student Evaluations
 - *Proposed Quantitative COE questions:*
- Rate the instructor's use of feedback on your performance in the course.
- Rate the instructor's use of clear expectations and explicit evaluation procedures.

- Rate the instructor's ability to positively affect your understanding of the content you are studying.
- Rate the instructor's ability to foster critical thinking in this course.
- Rate the instructor's ability to positively affect your development of competencies associated with professionals in this field.
- Rate the instructor's responsiveness to student needs.
- Rate the instructor's ability to facilitate meaningful student participation.
- Rate the instructor's ability to foster inclusiveness of diverse populations and perspectives.

(Room for up to two department questions.)

- *Proposed Qualitative COE question:*
- Do you have any other information you would like to add?
 - *Demographic Questions*
- Policy Council recommends that we do not use any of the optional demographic questions offered by the Senate.

Policy Council members will share this template with Chairs and faculty in advance of the May 11, 2016 meeting. Members are encouraged to remind faculty that their task is not at the level of wordsmithing individual questions, but rather in looking for any glaring gaps or errors.

- Guidelines for Use of Assigned Time
 - This item has been removed from the Policy Council agenda and is now a work item for Department Chairs and the Dean's Office.

3.0 New Business

- none

5.0 Announcements from the Dean

- none

6.0 University Committee Reports

7.0 College Committee Reports

8.0 Adjournment Meeting adjourned at 2:14 PM

Respectfully submitted by Nancy Frey