

## MINUTES

Faculty Affairs Committee Meeting  
Monday March 6, 2006, 2-3pm  
University Center, room 217

Members Present: Beauvais Lyons (Chair), Basil Antar, Muammer Cetingok, George Dodds, Les Essif, John Wodarski, Joanne Deeken,

Members Absent: Jennifer Beals, Ed Jepson, Bart Rohrbach,

Guest: William Dunne

1. Approval of the Minutes of February 6, 2006. Approved by consensus.

2. Update on Implementation of the Department Head Evaluations.

Beauvais reported that the revised form was discussed at the February 20<sup>th</sup> Executive Committee meeting, and that for sake of keeping the form brief, the "importance" column was deleted. The Executive Committee supported the possibility of web-based implementation, and suggested that we work with ITC. Julie Little from ITC recommended Blackboard (Bb) for ease of implementation and confidentiality, and said they could provide support. Les expressed concern that faculty in his department would prefer a paper version. The Bb version would allow for automatic calculation of the quantitative data, and quicker compiling of the open-ended responses. It was agreed that departments who wished to use the form would have both pdf and Bb versions available, but would need to use one of these methods for the whole unit. Beauvais will work with Julie Little to pursue these options.

3. Best Practices in Teaching – Further Review and Discussion

Comments submitted from teaching Council members Norma Cook and Christopher Craig were discussed and most were incorporated into the new draft. The new draft will be presented to the Executive Committee on March 13<sup>th</sup>.

4. Discussion of Future Leadership of the Committee

Beauvais expressed concern that another member of the committee should serve as chair next year. No particular individual expressed a willingness to do so. Muammer and Basil expressed a willingness to serve on the committee next year. George may do so if re-elected to the Faculty Senate.

6. Adjournment at 3:10pm

REMINDER: Due to conflicts, the April 3<sup>rd</sup> Faculty Affairs Meeting has been cancelled.