

Faculty Affairs Committee

Thursday, January 30, 2025

2:30 – 4:00pm

Minutes

Present: Dawn Schoenenberger, Megan Dayhoff, Laurie Montgomery, Amanda Miller, Ashley Dolsen, Dana Poole, Marti Grahl, Liz Gildersleeve, Juan Luna, Lore Kuehnert

1. October, 2024 meeting minutes approved.
2. Old Business:
 - A. Accounted for all the items on the old form as being represented on the pilot form with the following changes to be reflected on new form:
 - In Syllabus/Introductory section: 1) change items for response time and feedback time to simply indicate that the faculty member is providing a statement of students can generally be expected for both, and 2) omit last two items (“Module-level learning objectives” and “Links to or information regarding appropriate support”).
 - In Organization and Presentation section: revise “the course facilitates the development of critical thinking skills” to “instructional content facilitates the development of critical thinking skills or higher-level discipline-appropriate abilities”
 - In Evaluation of Learning section: “Assessments are frequent and varied in type, allowing multiple opportunities”
 - B. Discussed viability of having several versions of the observation form based on format (in class/online/lab or clinical)
 - Megan, Liz, Ashley, Juan and Laurie will look at clinical/lab form used to integrate with new form.
 - Remaining committee members will look at what should go on an online version of the form.
 - C. Input form: directors feedback indicated that the pilot input form has so far worked well. The level of permission required to observe all the elements
3. New Business: review policies, procedures and guidebooks regarding frequency of observations and consider revisions to current practice (full-time faculty on probation compared to tenured or higher-rank faculty, to adjunct faculty and to dual-enrollment faculty),

Next Meeting: February 27, 2025