**Evaluation Committee Agenda**

Wednesday, April 23, 2014

EIT # 201 Conference Room

9:00 AM – 10:00 AM

**Meeting Agenda**

**1. Topic:** Administrative Faculty Evaluation Process Update

**Person:** Heather Steele

**Time:** 10 Minutes

**Purpose:**  Progress Report - Announce the Vote at Faculty Senate

**2. Topic:** Adjunct Evaluations

**Person:** Janie Moore, Guest and Heather Steele

Time: 30 minutes

Purpose: Form a sub-committee to work on the Adjunct Evaluation form.

**3. Topic:** Field Work Evaluations – Pending

**Person:** Stephanie

**Time:** 10 minutes

**Purpose:** Laurie Walsh was asked to draft a document for committee review.

* **Important Information Update:** Dr. Curtis has been contacted with his recommendations on whether to distribute a survey to faculty for the purpose of evaluating VP’s and Deans. We have not heard back from Dr.Curtis at this point in time.
* Faculty have until May 27th to complete their on-line evaluations.
* Distributing student evaluations early will not happen in the future. It only occurred this semester to accommodate the need to write contracts for faculty prior to July, 1, 2014. This decision was driven by merit pay.