**Evaluation Committee Meeting**

**January 14, 2014 9:00am – 10:00-apm**

In attendance: Stephanie Davis, Lora McCarty, Hang Nguyen, Lynette McFarlan, Clint Kelly. Absent: Mardell Wilkins

Stephanie re-capped meetings with Mike and with Mike, Amber, Brett and Steve T. VPAA and Deans were supportive of process so far. Mike wanted to make sure that a numeric score is able to be assigned in each evaluation. The current merit system is based on the number from the evaluations, so the evaluation needs to remain consistent with this system. If not, the merit system would need to be changed.

In the current revision, basic work requirements are assessed using Yes/No. Lynette suggested that we need a policy that describes what happens if you fill in a No. Does this mean merit cannot be attained? What about exceptions or extenuating circumstances?

Hang felt that the evaluation as it exists today is advanced compared to other institutions, but that the committee has been unscientific in the way it has approached the revisions.

Lynette offered to work with Laurie on the Additional Activities list.

An attempt was made to come to a consensus about how many additional activities should be required to be commendable and excellent, but the committee was unable to make a decision.