

## Evaluation Review Committee Meeting Minutes

<b>Meeting Date:</b>	<b>November 16, 2022</b>
<b>Meeting Start Time:</b>	<b>1:03 PM</b>
<b>Meeting Adjourned Time:</b>	<b>1:50 PM</b>
<b>Meeting Location:</b>	<b>Knight Campus, Room 4216, Academic Affairs Suite</b>
<b>Meeting Secretary :</b>	<b>Liz Del Sesto</b>

### Members

<b>Committee Member Name</b>	<b>Title</b>	<b>Attendance</b>
Dennis Najarian	Faculty member, Social Sciences	Y
Marilyn Salvatore	Faculty member, Performing Arts	Y
Cynthia Johnson	Faculty member, Dental Health	N
Bill Stargard	Dean, AHSS	Y
Barbara Nauman	Dean, BSTM	Y
Liz Del Sesto	Coordinator, Academic Affairs	Y

<b>Agenda Item</b>	<b>Notes on Discussion</b>
1. Approval of Minutes from February Meeting	<p><b>Motion</b> to approve the minutes from the February 2022 meeting: Marilyn Salvatore, 2<sup>nd</sup> Bill Stargard</p> <p><b>Unanimously approved: 5</b></p> <p>February 2022 meeting minutes approved.</p>
2. Adoption of Proposed Agenda	<p>Motion to adopt the proposed agenda: Bill Stargard, 2<sup>nd</sup> Marilyn Salvatore</p> <p>Unanimously approved: 5</p> <p>Agenda adopted.</p>
3. Elect Chairperson	<p>Motion to elect Barbara Nauman as ERC Chairperson: Marilyn Salvatore, 2<sup>nd</sup> Dennis Najarian</p> <p><b>Votes in favor: 4</b> <b>Votes opposed: 0</b> <b>Abstentions: 1</b></p> <p>Barbara Nauman elected as ERC chairperson.</p>
4. Old/Continuing Business <ul style="list-style-type: none"> <li>a. Revisit CCRI's current SRI questions</li> <li>b. Different questions for DL, Hybrid, F2F courses</li> </ul>	<ul style="list-style-type: none"> <li>a. Revisit CCRI's current SRI questions</li> <li>b. Different questions for DL, Hybrid, F2F courses</li> </ul> <p><b>Motion</b> to come back at December meeting with recommendations for deletions, additions, and refinements to the language of CCRI SRI questions to make applicable for all modalities: Liz Del Sesto, 2<sup>nd</sup> Bill Stargard</p>

<p>c. Revisit Committee’s collection of other institution’s SRIs</p> <p>Discussion:</p> <ul style="list-style-type: none"> <li>• Reminder to faculty of SRI closing date</li> <li>• Discussed issues related to opening too early for 7-week courses.</li> <li>• Have deans bring up SRI questions at division meetings to gather feedback</li> <li>• Consider questions that would be helpful for T&amp;P</li> </ul>	<p><b>Unanimously approved: 5</b></p> <p>Will to come back at December meeting with recommendations for deletions, additions, and refinements to the language of CCRI SRI questions to make applicable for all modalities</p> <p>c. Revisit Committee’s collection of other institution’s SRIs</p> <p><b>Motion</b> to revisit the collection of other institutions’ instructor evaluations and bring forth recommendations that would supplement the refined CCRI SRI questions, to be discussed and voted on during the first spring 2023 meeting of the ERC: Liz Del Sesto, 2<sup>nd</sup> Bill Stargard</p> <p><b>Unanimously approved: 5</b></p> <p>Will revisit the collection of other institutions’ instructor evaluations and bring forth recommendations that would supplement the refined CCRI SRI questions, to be discussed and voted on during the first spring 2023 meeting of the ERC.</p>
<p>5. New Business</p>	<p>N/A</p>
<p>6. Adjournment</p>	<p><b>Motion</b> to adjourn the meeting: Dennis Najarian, 2<sup>nd</sup> Marilyn Salvatore</p> <p><b>Unanimously approved: 5</b></p> <p>Meeting adjourned at 1:50 PM.</p>