
MEETING MINUTES AUG. 30, 2024

10-11:30 a.m. via Zoom

Meeting called to order: 10:00 a.m.

In attendance: Vickie Abel, Lenaya Andersen, Kurt Ehlers, Laurel Harrison, Andy Hughes, Rob Lively, Lars Jensen, Karen Cannan, Linda McGillicuddy, Jeff Olsen, Kofi Poku, Cecilia Vigil, Karen Wikander (Chair), Itzel Woolpert

Guest: Amber Anaya

Approve Minutes from April 26, 2024

Andy Hughes moved and Linda McGillicuddy seconded to approve the April 26, 2024 Professional Standards Committee Minutes. There was date year changed from 2024 and a spelling error noted. The committee approved the emended minutes.

Faculty Senate Charges

Karen read the senate charges for the Professional Standards Committee and requested any suggestions or feedback.

Summary of Tasks

Karen outlined tasks the committee will focus on: student evaluation process, counselor forms, dean evaluation form (dependent on outcomes of student evaluation process), merit language (dependent on SBBC actions), and review of the annual plan and point distribution.

Student Evaluations

The committee discussed how to approach the student evaluations.

Suggestions were to create a new form, include a peer evaluation with a limited student feedback form, see what other institutions are doing, make the form department-specific, and add questions the instructor wants to ask their students (which are not shared with administration). A multi-prong approach was also suggested: show students where to find help in abusive situations (<https://www.tmcc.edu/vpaa/facultystaff-complaint-procedure>), develop a pathway to train students on how to assess, and suggest each department make their own form.

Concerns noted were the objectivity of some of the questions, biases against women and instructors of color, and student ability to assess rigor.

The committee had consensus on finding out what purpose the evaluations serve and why some questions are on the evaluation. Karen will add any past minutes and evaluation changes to the shared drive, discuss the student evaluation use with the VPAA, and try to find what other institutions are doing.

*A **motion** was made by Lars Jensen and seconded by Rob Lively to leave the creation of the Student Evaluation Form to the departments. After more discussion, Rob Lively moved and Cecilia seconded to table the motion. The committee approved the motion to table.*

New business

Merit Evaluation – Board of Regents Handbook: The committee will review the bylaw statement at the September meeting.

Meeting adjourned: 11:21 a.m.

Next Meeting: 10-11:30 a.m., September 27, 2024