

## Minutes

### Faculty Advisory Committee

August 2020

Members present: James Laub, Mike Thornton, Jia Wang, Jeffrey Gagne, Dan Zhang, Idethia Harvey, Glenda Musoba, Fred Nafukho.

1. Approved minutes of the prior meeting in May, 2020.
2. Welcome new members.
3. Selection of Vice-Chair and rotating secretary. Dr. Gagne agreed to serve as Vice Chair.
4. College-level faculty evaluation guidelines
  - a. Our role is to ensure that faculty have a voice in the process for evaluation. FAC to give the Dean's office feedback on the college draft of the evaluation template. This broader document includes guidelines for workload, titles, T&P, and annual evaluation.
  - b. Dean and leadership team has edited, now FAC will evaluate. Anything in blue text is from CEHD and can be edited. Please complete review by September 28, 2020. Each member of FAC should send their comments to Nicole ([nparker@tamu.edu](mailto:nparker@tamu.edu)) individually.
  - c. If we see anything in the document that we think should be changed or revised we can put that on the agenda for a future FAC meeting.
  - d. Issues of systemic bias should be considered.
5. Holistic teaching evaluations: New university-wide revision of the standard questions for student evaluation. Teaching evaluation should be more than student scores. Students will evaluate us in EIFIS this fall (maybe midterm, but definitely final evaluation).
  - a. Should we look at this further?
  - b. Will evaluations count towards merit this semester? Yes, unless we go fully remote.
  - c. Technological and pedagogical issues related to face-to-face (f2f) instructors having to teach f2f and remote at the same time is a concern for faculty.
  - d. Recommend an adjustment for f2f faculty teaching evaluations regarding this issue?
    - i. Dr. Musoba will raise this issue at Dean's Council.
  - e. We are using Teaching Observations and Syllabus Review from colleagues in some Departments. Materials from CTE are often used. This is not typically required but suggested as an option.
  - f. Issues of systemic bias should be considered.
6. Faculty accommodations for online teaching: Approval for ADA exemptions from face-to-face teaching.
  - a. Needs to be renewed every semester re: Dean of Faculty.
  - b. This doesn't necessarily require another visit to a physician.
7. Setting agenda for the semester.

- a. Email Dr. Musoba if you have an item.
8. Other business.
- a. Scheduled next meeting for October 13<sup>th</sup> from 2-3:30 PM.
  - b. Association of Former Students Outstanding Achievement Award are opening up for nomination soon. <https://dof.tamu.edu/Awards-and-Honors/AFS-Distinguished-Achievement-Award>
  - c. Faculty concern. For our College building, a primary concern is with COVID-19 protecting procedures. Harrington is an older building- and, air circulation in the past has been limited. Has an air filtration system been installed in Harrington that updates the air quality? Given that COVID-19 is primarily airborne, we would like to know about recent added layers of protection regarding air quality in Harrington-especially for office staff and faculty teaching face-to-face.
    - i. Dr. Nafukho will follow-up.