Instructional Evaluation Senate Committee Minutes

Monday, April 16, 2018

Time: 2 PM

Room: C490

Present: Justin Arzola, Jacqeline DiSanto, Allison Franzese, Carlos Guevara, Sherese Mitchell, Juno McClure, and Maria Subert

Absent (excused): Raziel Benreuben, Asrat Amnie and Silvia Reyes

Absent:

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Call to Order 2:01 PM

* Instructional Evaluation came to order at 2:01 PM.

Acceptance of the Agenda 2:03 PM

* Approved as presented

Chair’s remarks

* Chairperson (Sherese Mitchell) announced the duty of the committee.

Continued discussion of POINT document facilitated by Professor Jacqueline DiSanto. 2:16 PM

* Professor Jacqueline DiSanto explained the changes from the old Faculty Observation form to the new form. The committee commented on the planned changes and made the following modifications:
* p.2. “The Pre-Observation Information section is optional.” sentence was added.
* p.2. The sentence, “The lesson was sequential, logical and planned” was changed for “The lesson was sequential, logical, and/or planned.”   (Part I.)
* p.3. The sentence, “The instructor encouraged students to reference material and texts during discussion” changed for “The instructor connected reference material and text during discussion.” (Part II.)
* p.3 “The content was clear and accurate, and utilized language appropriate for the audience” for “The content was clear and utilized language appropriate for the audience.”

Vote for acceptance of POINT document 2:38 PM

* Show of hands confirmed the vote for accepting the document: 6 Yes – 1 Abstention

Discussion of next steps

* The document will be presented to the Senate Executive Committee.
* The next step will be discussing student evaluation and student participation in evaluation process--the chair (Sherese Mitchell) will send out the old form to the members.
* The committee will not meet again in this semester; next meeting in the fall possibly on Fridays.

Meeting adjourned at 2:59 PM