



**MINUTES FOR THE SENATE  
INSTRUCTIONAL EVALUATION COMMITTEE**

**Time:** 04/30/2021 at 11 AM

**Location:** Zoom Conference Call - Virtual Meeting

**Presiding:** Carlos Guevara

**Present:** Manuel Livingston, Silvia Reyes, Maria Subert, Marcelo Viana Neto, Asrat Amnie, Allison Franzese, Carlos Guevara, Alexandra Milsom and Ann Genzale.

**Absent:** (Excused) Abdul Abubakar (SGA), Charles Dour (SGA), and (Unexcused) Michael Cisco

**Minutes Prepared By:** Maria Subert

<b>TOPIC</b>	<b>DISCUSSION</b>	<b>DECISION / ACTION</b>
<b>Call to order and confirm quorum</b>	Confirming quorum	11:07 AM Committee chair Carlos Guevara called the meeting to order.
<b>TOPIC</b>	<b>DISCUSSION</b>	<b>DECISION / ACTION</b>
<b>Acceptance of Agenda and Minutes</b>	Motion to accept the Agenda  Motion to accept the Minutes from previous meeting with the following amendment: “Manual Livingston is present.”	Members approved the Agenda. Members approved the amendment to the previous meeting’s Minutes.
<b>TOPIC</b>	<b>DISCUSSION</b>	<b>DECISION / ACTION</b>
<b>Discussion about our presentation at the senate meeting and the next steps regarding SET.</b>	We presented the new version of SET the senate on 4/7/2021. We concluded that <ul style="list-style-type: none"> <li>• it is impossible to implement a new or corrected version of SET in this semester.</li> <li>• We have to make our</li> </ul>	We will continue the research.

	<p>purpose and what we measure more clear.</p> <ul style="list-style-type: none"> <li>• For the next step, our choices are: (1) considering the senate members' feedback and make minor changes or (2) recommending deeper changes.</li> <li>• Version one (1) includes making the survey available to in-class, hybrid, and (synchronous and asynchronous) online modalities; including more course-specific questions; and making minor strategic changes.</li> <li>• We need a short-time and a long-time plan.</li> <li>• We will consider using (non-numerical) Likert scale.</li> <li>• We will clarify that we measure attitude and not aptitude.</li> <li>• We will decide how do we make the SET survey available to use.</li> <li>• We will discuss how "Enterprise Surveys" and using a software would be helpful for us.</li> </ul>	
<b>TOPIC</b>	<b>DISCUSSION</b>	<b>DECISION / ACTION</b>
<b>Old and New Business</b>	<b>Old Business:</b> None <b>New Business:</b> Further discussions concerning SET	
<b>TOPIC</b>	<b>DISCUSSION</b>	<b>DECISION / ACTION</b>
<b>Attendance and Adjournment</b>		Adjournment: 12:30 PM