

Policy, Planning, and Budget Council Meeting Minutes
College of Science and Engineering
28 May 2020

Zoom Meeting Interface

Present: John Gilbertson (chair), Andy Klein (minutes), Takele Seda, Arpad Benyi, Jim Hearne, Thanh Le, Dietmar Schwartz, David Rider, Brady Foreman.

Visiting: Lynn Pillitteri (Personnel Committee)

Minutes from 05/14/2020 were approved.

Personnel / PTR Discussion

Lynn Pillitteri provided an overview of three issues that have arisen in recent PTR reviews –

1. The college COPEP has new wording related to EID, and requires addressing this in one of the statements. The degree of information in the EID statements vary widely, and some have been lacking it completely.
2. Peer teaching evaluations are also sometimes missing. It is unclear whether official CSE teaching observation forms are needed or just narratives about teaching from peers in the ranking form are sufficient.
3. Faculty numbers not adding up (this is more of chair issue than a overall dossier issue). The number of evaluations from faculty does not equal the number of eligible faculty (minus those on leave). Some faculty don't provide an evaluation even though it is required. This is obviously not the applicant's problem, but something that should be addressed by the chair, perhaps so that the reviewing bodies recognize the review isn't "missing" but was never submitted.

The Council discussed these issues, and asked clarifying questions of Personnel Committee member Lynn Pillitteri. The Council also discussed potential solutions, including –

1. Requiring each department to create a checklist of mandatory items in the dossiers (which would include elements required by the CBA, COPEP, and addendum) which itself might be part of the departmental addenda.
2. Adding a box to the evaluation form to indicate that required materials are missing.

The merits of these options were discussed by the Council.

Lynn Pillitteri also mentioned the continued issue of departmental addenda not providing clear criteria as to what “meets” vs “exceeds” standards.

COPEP / COVID-19 Impacts on Faculty Evaluation

The Council reviewed the previous language that has been circulated to departments concerning this issue, made revisions, and arrived at a second near-final draft of the language to be added to the COPEP concerning COVID-19 and dossier evaluations.