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**Faculty Personnel Policy Committee**

**MINUTES**

January 15, 2020

3001 Seidman Center

3:00-5:00 PM

Present: Marie McKendall (Chair), LeShell Palmer Jones (recorder), Sean Lancaster, Douglas Montagna, Jagadeesh Nandigam, Tonya Parker, Nancy Schoofs, Pei-Lan Tsou, Kim Ranger, Maureen Walsh, Greg Cline

1. Approval of agenda – Agenda approved by consensus
2. Approval of minutes of 12-4-19 – Minutes approved by consensus

3. Chair’s report

* Reassigned time charge – approved by ECS
* Feedback from ECS on teaching proposal

-Marie reported that the ECS meeting went well. However there was a bit of push back from KCON on this subject because of their workload. The proposal will be presented to UAS on Jan 29 for feedback.

* Greg Kline (CCPS rep) is back after 18 months of absence from FPPC and also Maureen Walsh (VP of HR) is back after not being able to attend Fall 2019 due to schedule.

4. BOT 4.2.3.2 Charge

* Tom will be at next meeting.
* Ask him about why the unit holding tenure is better than the university
* Also, ask about people who work/chair in one unit but their tenure is in another department.

5. BOT 4.2.5 Charge

* The committee has decided to reword the sentence “In addition to teaching and scholarly/creative activities within a normal full-time load, all Regular Faculty [as described in the Board of Trustees' Policies [BOT 4.2.9](https://www.gvsu.edu/policies/policy.htm?policyId=AB5784F4-ECDC-2D65-100EB4DB665FCC68).], including Library Regular Faculty [as described in the Board of Trustees' Policies [BOT 4.2.9](https://www.gvsu.edu/policies/policy.htm?policyId=AB5784F4-ECDC-2D65-100EB4DB665FCC68).], are expected to engage in service as determined by the unit.

6. LIFT charge

* Marie will ask for specific info about how these numbers are being used.
* Marie will get citations from Brian Lakey.
* Marie will ask Paul Sicilian and co-chair to attend future meeting.
* Adjusted median is meant to remove biases (course level, hybrid, pre-req, etc.)
* The committee discussed possibilities:
* Code qualitative answers – criticizing or praising on the basis of individual comments should not happen.
* No forced curve imposed on numbers
* The numbers should not be used as a rating scale
* Look into the adjusted median
* First time a course is offered or first time an instructor offers an online/hybrid course, expect significantly lower scores and more harsh comments.
* Maximum weight should be 33% of total teaching evaluation.
* Phase out the use of LIFT
* Do not use for personnel decisions (summative) at all. Only use as formative feedback. Self-reflection only.
* Update baseline/scale (1-4) from previous system (1-5) (Health Professions).
  + - The results of LIFT should not be used without other evidence to back up interpretation.
* If it measures how happy and engaged students are, is that a valid measure of teaching?

Meeting began at 300p and concluded at 427p

Respectfully submitted by LeShell Palmer Jones on 1/15/2020