



8-8:30 **Breakfast**

8:15-8:30 **Introduction – Michael**

Introduction from ADVANCE – Mary Jo

- Purpose and Value of Faculty Evaluations
- 1) to determine whether work has been satisfactory or unsatisfactory in areas of teaching, research, and service;
- 2) to document accomplishments that should be considered for a merit raise;
- 3) to identify areas for personal and professional development relative to the needs of the department and needs of the faculty member;
- 4) to evaluate for promotion, tenure, or post-tenure review, as appropriate.

We hope that as outcomes of this workshop you will have:

- Picked up some new ideas about how to do better faculty evaluations
- Formed some new connections with other department heads for networking and peer-mentoring

8:30-9:30 **Discussion I - Evelyn**

- Lead-in to Discussion 1
 - ♦ What data or information is collected or submitted?
 - ♦ How are teaching and service valued vs. research?
 - ♦ How is interdisciplinary research valued?
 - ♦ How is collaborative research valued?
 - ♦ How do you measure/evaluate quality vs. quantity?
 - ♦ What type of feedback do you provide your faculty?
- References to be made available on separate sheet or electronically after the meeting.
 - ♦ Attributing credit
 - ♦ Funding Differentials
 - ♦ Publications
 - ♦ Awards For P&T, Letters of Recommendation
 - ♦ A more diverse professoriate
 - ♦ Increased global vs. regional and national missions of the university
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- Small Group Discussion – 40 min
What are the most valued contributions? What are the department norms? How do we evaluate faculty contributions across the broad spectrum of activities and focuses?
- Full Group Discussion – 20 min
 - ♦ Feedback from groups
 - Each group list top 3-5 topics – 1 min each
 - Select topics that were most discussed and discuss these

9:30-10:20 Discussion 2 - Wilf

Small Group Discussion – 30 min

How can we use faculty reviews to stimulate productivity or re-engage underperformers?

- ♦ Our evaluations should encourage faculty performance to match what we measure and reward
- ♦ What is “par” for your department? How do you/they know?
- ♦ Utilization and valuation of different strengths of faculty
- ♦ Awareness of different roles of faculty and shifts during career

Full Group Discussion – 20 min

10:20-10:30 Break

10:30-11:20 Discussion 3 - Wilf

Small Group Discussion – 30 min

How do we communicate with faculty to preserve collegiality, maintain or gain trust, encourage professional growth, and show appreciation for faculty efforts?

Take 2 minutes to write down the main complaints you and your faculty have about faculty evaluation in your department – in bullet list form

- ♦ What is unfair/biased?
- ♦ What is missed and how can information be added?
- ♦ Are evaluations used reasonably, consistently and transparently to guide decisions?

Full Group Discussion – 20 min

Wrap Up

11:20-11:40 ADVANCE (Kaunas)

- ♦ April 22 Faculty Retention Workshop

Need flip charts for each group

Each group selects a DH to lead discussion and someone to take notes – flip chart.

DRAFT