

2019-2020 End of Year Committee Report: FPC Long Range Planning

Prepared by Kent Crippen, LRPC Chair

1. **Members:** Dawson, Kara (STL); Redding, Christopher (HDOSE); Ortagus, Justin C (HDOSE); Gage, Nicholas A (SESPECS); Reichow, Brian (SESPECS); Busey, Christopher L (STL); Crippen, Kent J (STL-Committee Chair); Good, Glenn E (Dean's Office); Dana, Tom (Dean's Office)

2. Dates and Times of Committee Meetings:

9/30/19

2/11/20

1. Summary of Business Items and Recommendations (a-c):

- a. Lead the evaluation of the Dean and Associate Deans.

Following review and discussion, no changes were deemed necessary for the current version of the Dean's annual evaluation survey and it was distributed from March 16-19 with results reported to the Chair of FPC. For evaluation of the Associate Dean's (AD), the following process was proposed to FPC, approved, and then put into practice. The survey was distributed from March 23-26. Dr. Nick Gage volunteered and the committee approved of him continuing as the responsible party for curating and distributing the Dean/AD evaluation surveys via Qualtrics.

Approved Protocol for Annual Evaluation of the Associate Deans

During the month of February, the Dean will provide LRP with 2-3 bulleted items of responsibilities for each AD, and the Committee will convert these into Likert-type items for effectiveness (5pt.; 1-Not Effective, 5-Extremely effective; an option for Not Able to Evaluate) plus one open ended item for additional comments. A single AD survey and timeline will be presented to FPC for approval. Once approved, the survey will be distributed with the results reported to the Chair of FPC.

- b. Review the "in consultation with faculty" clause regarding School Director evaluations in the COE Constitution and make a recommendation for how this be addressed.

The Committee found that the evaluation of the Directors was not done consistently. Further, the current Directors' interpretation of the clause varied. Following a productive discussion about the intent of the clause given the language in the constitution and that the Dean is the only consumer of the information, the following protocol was recommended and approved by FPC. Using this protocol, the evaluation of the School Directors was completed by Mirela Vasconcelos at the end of March, 2020.

Approved Protocol for the Annual Evaluation of School Directors

During the month of February, the Dean, in consultation with the individual School Directors, will provide 2-3 bulleted items of responsibilities for the Directors, which will be reviewed and approved by FPC. A representative, named by the Dean from their office staff, will convert these into closed form likert-type survey items based upon effectiveness (5pt.; 1-Not Effective, 5-Extremely effective; an option for Not Able to Evaluate) plus one open-ended item for additional comments. The survey will then be distributed to the faculty from each School during the month of March who will respond anonymously. After a five-day response period, the staff member will compile and present the results to the Dean who will use them in their annual review of each Director.

- c. Review the provision in the COE Constitution about evaluating the work of the schools every 5 years. In light of the evaluations that are regularly being completed for the BOG, DOE, CAEP, and other accrediting groups, make a recommendation regarding the necessity of this provision.

Following discussion, the Committee recommended modification of the constitution to remove the language about evaluating work of the schools every 5 years.