

I. Dr. Farrar

- a. Instructional review program review process-draft
- b. In our dept. prioritize (by next meeting, Nov.13) all requests
- c. It needs to be done before faculty leave so orders can be placed in january and february
- d. We can accept all prioritized requests or we can keep them from dept. to dept. and advance them to academic affairs council then the
- e. Matt: do we prioritize based on a budget or based on what we need. Dr. Farrar, prioritize based on what you need.
- f. From dept. to APC then to academic affairs.
- g. Ree: in the meeting with SPC the message was that if things are not ordered and in place by June 30, or the money will be returned.

II. New Business

- a. Faculty Hiring Prioritization –Rubric
- b. James: 10 positions? The ones that needed to go forward from prior ranking are those part of this 10?
- c. For each position we can determine certain data elements like...(use the chart Dr. Farrar for specifics) could also look at waitlist counts. This is the raw data (from institutional data)and we can link this to an overarching criteria like does it align with the master plan.
- d. After gathering the data we can discuss the ranking and provide some subjective narrative.
- e. Farrar: each dept. chair would fill this out (everyone vote) then we will get a summary sheet and add up priorities.
- f. Fontaine: is cautious about using numbers only without narrative b/c of their unique situation where no courses are assessed
- g. Elder : believes the written and verbal narrative may be the most important part of making the decisions.
- h. Farrar: first round is looking at data and then use the narrative to bring the unique knowledge of depts.
- i. There is discussion about whether or not % of courses assessed should be part of the criterion for ranking
- j. Matt: is there a team that can be established or can college resources be allocated to help out in assessment
- k. All agreed to stay 10 after 5:00
- l. James: each criterion should have a place for narrative
- m. Matt: makes a motion to rollover the current list and all approved, Ree abstained