

## **Minutes of February 27, 2017 AEC meeting**

### **Present:**

Colleen Conway, Marita Inglehart, John Lehman, Keith Riles (chair, minutes),  
Don Winsor

Unable to attend: Mireille Roddier

### **Reviewing the current list of administrators to be evaluated**

There was a brief discussion of whether or not any new administrators should be added to the survey. It was decided not to add any new administrators this year.

### **Reviewing the current questionnaire questions for administrators**

There was another discussion on adding new “standard” questions to questionnaires, mindful that longitudinal measures are aided by stability in the questionnaires. A number of ideas received from the online AEC suggestion box from last year’s survey were also considered. Two changes were adopted:

- 1) The President’s questionnaire will now include a new question: “The President actively provides leadership in promoting diversity, equity and inclusion across the University.”
- 2) Because of centralization of research administration, the prior chair Q13 question on research support will be moved to the large-school dean’s questionnaire and reworded accordingly: “ My college/school provides excellent support for research grant submission and management” (already Q13 on small-school dean’s questionnaire).

### **Defining the questions for the "Opinion of Faculty" questionnaire**

- Questions to be deleted from last year’s survey:
  - Q11/Q12 – awareness and approval of AST
  - Q19 – approval of course evaluation scores release
  - Q21 – Assembly motion on Friday classes to deter alcohol abuse.
  - Q23 – Use of online education by UM students
- Revised questions:
  - Q2 – replace “CTools” with “Canvas”
- New questions:
  - Satisfaction with CRLT services
  - Satisfaction with the Advance Program
  - Awareness of faculty grievance

- Use of MHealthy
- Awareness of International Center services
- Support of Diversity, Equity and Inclusion initiative
- Weighting of public outreach in promotion/raises
- Eagerness to do public outreach
- Public safety concerns at UM
- Growth of non-tenure-track faculty
- The draft revised faculty opinion survey is appended below.

### **Status of the survey infrastructure and AEC server.**

Keith is just starting the compilation of administrator changes and faculty affiliations, but expects to make substantial progress this week during the winter break. Don confirmed that the AEC server hardware is up to date. He can roll things out quickly once Keith provides the affiliation info.

### **Target dates for starting & ending the survey**

It was decided tentatively to start the survey during the 3<sup>rd</sup> week of March, assuming good progress on infrastructure, with an end date near the end of the semester

### **Improving faculty response rates**

For the last two years President Schlissel kindly sent out an endorsement and encouragement to faculty to participate in the survey. Last year he also provided supplementary questions. Last year, the overall response rate topped 30% for the first time in many years. The President will be contacted this year and his endorsement requested again.

John will also contact Provost Courant to see if he is willing to donate \$1 per responding faculty member to the Faculty Scholarship Fund.

In the kickoff letter to faculty and in periodic reminders, faculty will be reminded of the value of the survey, with links to prior results.

### **Dearborn survey**

The Dearborn faculty have provided an updated list of administrators to be evaluated, along with some additional questions for their “Opinions of Faculty” survey.

### **Other issues?**

One suggestion from last year’s survey was to report only the median score with no breakdown by SA/A/N/D/SD/NBJ counts for small units. After some discussion, this

suggestion was adopted for units with less than 10 respondents. Keith will include a comment on this change in the kickoff letter.

Keith reported that the Chair of the UM Flint Faculty Council (Chris Douglas) had contacted him to express interest in participating in the AEC survey next year. (Flint faculty have already conducted a survey this year using Qualtrics.)

## **Appendix A – Draft of 2016-2017 Opinion of Faculty survey**

Q1 – Services provided by the Office of Vice President for Research meet my needs.

Q2 – Services provided by Canvas meet my needs.

Q3 – In my experience Canvas is a better online learning tool than CTools

Q4 – Services provided by the University Library meet my needs.

Q5 – Services provided by Facilities & Operations meet my needs.

Q6 – Services provided by the Department of Public Safety meet my needs.

Q7 – Services provided by University Health Services meet my needs.

Q8 – Services provided by centralized IT services meet my needs.

Q9 – Services provided by centralized administrative services (Shared Services) meet my needs with respect to travel and other expense reimbursements.

Q10 – Services provided by centralized administrative services (Shared Services) meet my needs with respect to employee benefits support.

Q11 – Services provided by the Center for Research on Learning and Teaching (CRLT) meet my needs.

Q12 – Services provided by the Advance Program meet my needs.

Q13 – Increasing amounts of my professional time are being consumed by clerical duties.

Q14 – I support the use of consulting firms in searches for academic administrators.

Q15 – I am aware of the Standard Practice Guide policy ([SPG 201.96](#)) concerning Professional Standards for Faculty.

Q16 – I approve of SPG 201.96.

Q17 – I am aware of a "Fitness for Duty" policy under development that could relieve faculty of teaching and other duties. ([SPG 201.15](#))

Q18 – I approve of the proposed "Fitness for Duty" policy.

Q19 – I am aware of the faculty grievance procedures of the University ( [link](#) ).

Q20 – I am well aware of the scope of alcohol abuse and alcohol-related incidents among the student population.

Q21 – I am aware of the services provided by the International Center for foreign students.

Q22 – I approve of recent changes to student sexual misconduct policy, in particular, a change in the standard of proof from "clear and convincing" to "preponderance of the evidence." ([link to policy](#))

Q23 – I make use of the MHealthy Program ([link](#)).

Q24 – I support the campus initiative on Diversity, Equity and Inclusion ([link](#)).

Q25 – Increased positive weight in promotions and merit evaluations should be accorded to public outreach and education activities.

Q26 – I am eager to participate in public outreach and education activities that articulate and support the mission of the University of Michigan.

Q27 – I have public safety concerns while performing my job at the University of Michigan.

Q28 – I am concerned about the continued growth of non-tenure-track faculty relative to tenure-track faculty.