

Minutes of March 9, 2018 AEC meeting

Present:

Colleen Conway (via Skype), Sarah Lippert, Robert Ortega, Keith Riles (chair, minutes), Don Winsor

Unable to attend: Mireille Roddier

Announcements

During last year's survey period, the AEC received petitions from clinical faculty in the College of Pharmacy, the School of Nursing and the School of Social Work to join the survey. Those faculty were added to the remainder of that survey period and will participate in future surveys.

We also received clarification last year on an issue that had come up before, namely, which librarians report to the University Librarian. Starting this year, librarians in the Law, Kresge, Bentley, Clements and Dearborn Libraries will no longer evaluate the University Librarian, and in some cases, will evaluate a dean instead.

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 brief discussion on adding new "standard" questions to questionnaires, mindful that longitudinal measures are aided by stability in the questionnaires. It was decided not to make any changes this year.

Defining the questions for the "Opinion of Faculty" questionnaire

- Questions to be deleted from last year's survey:
 - Q3- comparison of Canvas to CTools
 - Q14 - use of consulting firms in searches
 - Q15-16 - awareness / approval of professional standards SPG
 - Q18 - approval of fitness for duty SPG
 - Q20 - awareness of student alcohol abuse
 - Q22 - approval of student sexual misconduct policy
 - Q28 - concern about growth of non-tenure-track faculty

- Revised questions:
 - Rewording of Q12 on ADVANCE program

- Rewording of Q23 on MHealthy
- Substantial rewording of Q24 on DEI initiative
- New questions:
 - Support of UM freedom of speech policy
 - Satisfaction with understanding of how to respond to sexual misconduct by faculty, staff or students
 - Adequate access to safety emergency information
 - Benefit of the ADVANCE Program to one's college / school
 - Capital fund allocation to administration building construction / renovation
 - Awareness of college / school Ombuds
 - Awareness of Central Ombuds
 - Participation in and rewards of DEI Initiative
 - Participation in and rewards of public outreach / education
 - Services provided by MHealthy Program
 - Awareness of CRLT services
- The draft revised faculty opinion survey is appended below.

Status of the survey infrastructure and AEC server.

Keith has nearly completed compiling administrator changes and faculty affiliations. Don confirmed that the AEC server hardware is up to date.

Target dates for starting & ending the survey

It was decided tentatively to start the survey on Wednesday March 21, 2018, with an end date four weeks later on April 18, 2018 (study day).

Improving faculty response rates

For the last three years President Schlissel has kindly sent out an endorsement and encouragement to faculty to participate in the survey. Last year, the overall response rate topped 30% for the 2nd year in a row, an upward trend undoubtedly assisted by the President's encouragement. His endorsement will be requested again this year.

Dearborn survey

The Dearborn faculty have been requested to provide an updated set of questions for their "Opinions of Faculty" survey and to verify the correctness of our current list of Dearborn administrators.

Flint participation

Sarah reported that Flint faculty participation in the AEC survey was narrowly voted down by the Flint Faculty Council last year. That decision was, at least in part, because of a perception that the AEC policy of providing comments regarding administrators only to those administrators (without anyone else, including any AEC members, viewing them) is at odds with the Flint Faculty Code, which requires Flint administrator evaluation comments to be seen (confidentially) by the Faculty Council.

There is some possibility, however, that partial use could be made of the AEC survey by Flint faculty (e.g., evaluation of the President and participation in an Opinions of Faculty survey) without violating the Code, and it's also possible that the Code itself could be revised in the future.

AEC members present strongly supported participation by Flint faculty in future AEC surveys and hope that Flint faculty can find a way to make that happen.

Other issues?

One suggestion from last year's survey was to flag any rows in the reporting tables for which the fraction of NBJ (no basis for judgment) responses exceeds 40% of all responses. The AEC adopted this suggestion. Don will look into how best to flag the rows, e.g., with asterisks, color-coding, etc.

Another suggestion from last year concerned adding questions on clinical loads to chair evaluation questionnaires for medical or dental school faculty. The AEC decided not to adopt the suggestion.

Another suggestion from last year was to provide an open-ended comment field on the Opinions of Faculty questionnaire. The AEC decided not to adopt the suggestion.

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

- Q1 – I support [this statement](#) concerning freedom of speech on campus.
- Q2 – I am satisfied with the current level of communication regarding responsible faculty response to sexual misconduct by faculty, staff or students.
- Q3 – I have adequate access to resources in preparing for safety emergencies.
- Q4 – I have public safety concerns while performing my job at the University of Michigan.
- Q5 – I am aware of the services provided by the ADVANCE Program.
- Q6 – The ADVANCE Program benefits the academic mission of my college or school.
- Q7 – Recent and ongoing construction / renovation projects for administrative buildings represent responsible choices in allocating capital funds.
- Q8 – I am aware of a "Fitness for Duty" policy under development that could relieve faculty of teaching and other duties. ([SPG 201.15](#))
- Q9 – I am aware of the faculty grievance procedures of the University ([link](#)).
- Q10 – I am aware of the role of the Ombuds in my college or school.
- Q11 – I am aware of the role of the [Central Ombuds](#).
- Q12 – I actively participate in the Initiative on Diversity, Equity and Inclusion (DEI – [link](#)).
- Q13 – My participation in the DEI Initiative is given positive weight in promotions and merit evaluations.
- Q14 – I actively participate in public outreach and education activities that articulate and support the mission of the University of Michigan.
- Q15 – My participation in public outreach and education is given positive weight in promotions and merit evaluations
- Q16 – Services provided by the Office of Vice President for Research meet my needs.
- Q17 – Services provided by Canvas meet my needs.
- Q18 – Services provided by the University Library meet my needs.
- Q19 – Services provided by Facilities & Operations meet my needs.
- Q20 – Services provided by the Department of Public Safety meet my needs.
- Q21 – Services provided by the MHealthy Program meet my needs.
- Q22 – Services provided by University Health Services meet my needs.
- Q23 – Services provided by centralized IT services meet my needs.
- Q24 – Services provided by centralized administrative services (Shared Services) meet my needs with respect to travel and other expense reimbursements.
- Q25 – Services provided by centralized administrative services (Shared Services) meet my needs with respect to employee benefits support.
- Q26 – Increasing amounts of my professional time are being consumed by clerical duties.
- Q27 – I am aware of the services provided by the Center for Research on Learning and Teaching (CRLT).
- Q28 – Services provided by the CRLT meet my needs.
- Q29 – I am aware of the services provided by the International Center for international students.