

## Minutes of May 13, 2021 AEC meeting – Final Version

### Present (via zoom):

*Members:* Kalli Federhofer, Hitan Kamdar, Scott Masten, Patrick O'Donnell, Keith Riles (chair, minutes), Eli Samuels, Helena Schotland, Wayne Stark, Don Winsor, Yunus Zeytuncu

*Guests:* Allen Liu (SACUA Chair), MaryJo Banasik (Faculty Senate staff)

### Announcements

KR has participated in recent *ad hoc* committee meetings with outgoing SACUA chair Colleen Conway, Neil Marsh, David Potter and MB to discuss potential changes to AEC procedures for future surveys. The discussions were motivated in part by the recent Provost Martin Philbert debacle (confidential comments on his sexual predations went unread by the President in 2018 and 2019) and in part by wanting to establish long-term sustained IT support for the AEC following KR's and (most critically) DW's eventual stepping off the committee. Separately, SACUA leadership held discussions with President Schlissel on institutional support for the AEC.

### Outcome of discussions:

- No major changes to survey structure this year, but wording changes will be made to kickoff letter and questionnaires (concerning sexual misconduct comments and who reads confidential comments)
- Next year there may be opportunities to ensure administrators pay attention to survey results through new mechanisms (*e.g.*, an inspector general / accountability committee reporting to Regents) with administrators required to sign off on having read AEC comments.
- President Schlissel has agreed to endorse the AEC survey again and to strengthen the language of the endorsement (text to be negotiated)
- IT support issues remain to be resolved, but President Schlissel has expressed support for funding. KR and MB met with a local software company (SoundRocket) to discuss carrying out at least part of the work outside UM in the future.

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

There were no proposed new administrators to be evaluated. [Note added after meeting: this year will likely be the first in which UM Flint chairs are evaluated – only higher-level UM Flint admins were included in last year's inaugural participation. At the request of the UM Flint Senate Council, the chairs of the College of Arts and Sciences will *not* be included, however, because of an ongoing reorganization.]

### Reviewing the current questionnaire questions for administrators

It was decided to add a free-form question to higher-level administrator questionnaires concerning the performance of lower-level administrators:

- Dean questionnaire (colleges with departments):  
“Comments concerning the performance of my chair(s) [please name]:”
- Provost questionnaire:  
“Comments concerning the performance of my dean(s) [please name]:”
- Chancellor questionnaire:  
“Comments concerning the performance of my Provost or my dean(s) [please name]:”

- President questionnaire:  
“Comments concerning the performance of my Chancellor, Provost or dean(s) [please name]:”

It was decided to add a multiple-choice question to higher-level administrator questionnaires concerning communication during the pandemic:

- Dean questionnaire: (including University Librarian)  
“Dean XXX has kept me well informed about developments affecting my college/school/library during the pandemic.”
- Provost questionnaire:  
“Provost XXX has kept me well informed about developments affecting my campus during the pandemic.”
- Chancellor questionnaire:  
“Chancellor XXX has kept me well informed about developments affecting my campus during the pandemic.”
- President questionnaire:  
“President Schlissel has kept me well informed about developments affecting the University during the pandemic.”

It was decided to add a multiple-choice question to higher-level administrator questionnaires concerning leadership during the pandemic:

- Dean questionnaire: (including University Librarian)  
“Dean XXX has led the college/school/library well during the pandemic.”
- Provost questionnaire:  
“Provost XXX has led the campus well during the pandemic.”
- Chancellor questionnaire:  
“Chancellor XXX has led the campus well during the pandemic.”
- President questionnaire:  
“President Schlissel has led the campus well during the pandemic.”

It was decided to remove the following question from last year’s Dean’s questionnaires:

- Lab-based research in my college (school) was ramped down in an orderly way in response to the pandemic.

The chair of the UM Flint Faculty Council (D.J. Trela) had requested that a special question be added this year for the Dean of the College of Arts and Sciences:

- Dean Gano-Phillips has overseen the reorganization of the College of Arts and Sciences appropriately, and in a manner that respects shared governance.

The AEC discussed the request and agreed to it.

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

To avoid allowing the opinion questionnaire to balloon (and possibly thereby depress response rates), it is important to review the continued need for old opinion questions each year, while incorporating new questions of timely interest. In that spirit, it was decided to delete seven questions from last year’s survey but to add five new Covid-19 response questions:

- Questions to be deleted from last year’s survey:

- Q6 – moving too slowly to reopen research labs
  - Q10 – changes to Regents bylaws sections 5.09/5.10
  - Q11 – awareness of the bylaws changes
  - Q12 – pre-Labor-Day start of classes
  - Q15 – safety emergency preparation
  - Q16 – awareness of Advance
  - Q17 – benefits of Advance
- New questions concerning covid-response:
    - Qxx – Covid vaccinations should be required of all students enrolled for in-person classes during the fall 2021 term if the FDA gives full (normal) approval to at least one vaccine.
    - Qxx – Covid vaccinations should be required of all students enrolled for in-person classes during the fall 2021 term even if the FDA authorization remains for only emergency use.
    - Qxx – The University’s information technology services have provided satisfactory mechanisms to address potential cheating on online exams.
    - Qxx – The University is moving too slowly to resume normal classroom operations.
    - Qxx – The University is moving too slowly to rescind pandemic-triggered restrictions on research and travel spending.

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

Keith has completed compiling of faculty affiliation data. Don has started the incorporation of the info into the AEC server. He expects the server to cope with the peak demand load despite its age (13 years) and will run hourly backups during the survey. **Post-meeting update: Letters have been sent to all administrators soliciting supplementary questions and statements.**

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

It was decided tentatively to aim at launching the survey on Monday, May 24, 2021, with an end date four weeks later on June 21, 2021. The President will be asked to send out an endorsement / reminder Tuesday June 1 (the day after Memorial Day).

### **Improving faculty response rates**

There was a significant boost in overall participation rate last year from a typical 30% to 37% (>40% for UM Dearborn and Flint faculty), presumably because of the pandemic response. If the President agrees to strengthen the language of his endorsement, there may be a further boost.

The Electrical and Computer Engineering Department is considering offering financial incentives (e.g., raffle of Amazon gift cards) to faculty for participation in the AEC survey (based on overall participation rate). SACUA has rejected instituting such an incentive university-wide in past discussions. There was no new suggestion for boosting participation, and skepticism was expressed that gift cards would influence participation.

### **Eligibility for evaluating the Rackham Dean**

**Marouane Kessentini noted after the meeting that UM Dearborn and UM Flint faculty should be eligible to evaluate the Rackham Dean. That change will be implemented this year.**