



To: Silvia Pedraza, SACUA Chair

From: A. Galip Ulsoy and Semyon M. Meerkov, AEC Co-Chairs

Subject: Report on Activities of the Administration Evaluation Committee (AEC) for AY2021-2022

Members: Ivo Dinov (Nursing-AA), Kalli Federhofer (LSA-AA), Min-Hui Huang (Health Science-Flint), Hitan Kamdar (Medicine-AA), Ta-Wei Kao (Business-Dearborn), Maouane Kessentini (Engineering-Dearborn), Ioulia Kovelman (LSA-AA), Patrick O'Donnell (COAS-Flint), Keith Riles (LLSA-AA0), Helena Miriam Schotland (Medicine-AA), Judith Smith Library-AA, Don Winsor (Engineering-AA), Yunus Zeytuncu (CASL-Dearborn)

SACUA Liaison: Donald Freeman

Meeting Dates: 1/12/22, 1/20/22, 1/26/22, 2/9/22, 2/23/22, 3/7/22, 3/9/22, 3/23/22, 4/6/22, 4/20/22, 4/21/22, 5/4/22, 5/11/22, 5/24/22, 5/25/22

Summary: The AEC updated the survey questions for AY2021-22 and worked closely with HR and ITS to create a sustainable survey infrastructure for the future. This was successfully implemented to carry out the AY2021-22 AEC survey between March 28 and April 25. The results of that survey were made public on May 31<sup>st</sup>. The COAA made their requests known to the AEC for consideration next year.

*SPECIFIC CHARGE 2021 – 2022*

- 1. The committee shall carry out a survey of the UM Faculty Senate on all three campuses to evaluate the performance of administrators at the level of Chair, Dean, Provost, Chancellor and President. The committee shall also survey the Senate on satisfaction with particular UM administrative functions, adding an item assessing administrative support for publicly engaged work, and on other topical policy issues the committee deems important, in consultation with SACUA.*
- 2. The committee shall engage with UM information technology experts and/or external vendors as needed to streamline the survey infrastructure to reduce reliance on the technical support of particular long-serving committee members, and to make continuing committee activities sustainable.*
- 3. The committee shall also work with UM Dearborn faculty and UM Flint faculty to ensure consistency of questionnaires.*

The topics of focus for the year included:

Topic 1: Update the AEC survey questions, as well as the questions for the Opinions of the Faculty survey. These questions were updated to reduce the number of questions by consolidating questions and removing questions that had a high No Basis for Judgement (NBj) response in previous years. Also, the questions were organized, for convenience, into several major categories. These changes were discussed by AEC Members and approved at the January 12 and January 20 meetings.

Topic 2: Implement, with HR and ITS, the new online survey instrument. Regular (bi-weekly) meetings were held with AEC members (Semyon, Galip, Keith, Don) and the ITS team (Bob, Michael, Priya, Chris, Brian) plus Allen Liu between 1/26/22 and 5/25/22. These meetings led to the successful implementation of the AY2021-22 AEC survey. The survey was then published for completion by eligible faculty between 3/28/22 and 4/25/22. The AEC and ITS team continued to work on processing the results and on how to best display the results. The new format, representing the AEC survey results, has been developed by ITS team in cooperation with AEC and unanimously approved by the AEC membership on 05/27/22. The results of the survey were made public on 05/31/22.

Topic 3: Discuss with COAA members the possibility of sharing open-form comments. At the request of COAA Chair Tom Braun, AEC Members Semyon, Galip and Keith met with the COAA at their meeting on 4/21/22. It was agreed that AEC will consider, next year, the following requests from COAA: (1) AEC develops a process for historical maintenance of open-form comments, (2) AEC considers methods for improving response rates, and (3) AEC works to promote use of survey results by Deans and Provost.