

Academic Evaluation Committee (AEC) Minutes
April 20, 4:00 pm, Location: Zoom (regular meeting)

Minutes: 04/20/2023
Circulated: 09/21/2023
Approved: 09/25/2023

Present: Semyon Meerkov (Chair), Yi-Su Chen, Ivo Dinov, Min-Hui Huang, Derek Kim, Ann Marshall (FSO), Judy Smith

1. Chair Semyon Meerkov called the meeting to order at 4:00. The minutes from the March meeting were approved.
2. Report on activities carried out during the 2023 AEC survey
 - Heads-up note to Deans/Chairs: March 15
 - Kickoff letter: March 22
 - Reminder 1: (by President Ono): April 5
 - Reminder 2: April 12
 - Request for Deans/Chairs support: April 13
 - Request to Senate Assembly: April 18
 - Reminder 3: April 19
3. Discussion on survey outreach and implementation
 - Members remarked on the positive impact of the outreach efforts.
 - Challenges and ideas for future outreach included: the challenge of reminders going into spam folders; survey links are personalized for respondents and so the reminder emails can't effectively include a link; the enormous number of emails that faculty receive; some AEC members received reminders from their deans/chairs, but others didn't and so not all deans/chairs sent reminders; the usefulness of a personal approach to outreach.
 - HR data from Flint could be adjusted, i.e. more comprehensively including Flint governing faculty to respond to the survey; since Flint is a teaching campus, there may be benefits of including LEO faculty as respondents; Flint is also interested in having non-regential chairs included in the evaluation.
 - At Dearborn, each of the four colleges decides who are governing faculty. For example, in one unit, LEO 3 and 4 are governing faculty and, in another unit, LEO 4 are governing faculty. Not every unit at Dearborn has clinical track faculty at this time. To have correct HR data, it may be helpful to consult with each unit before compiling the HR data.
 - Note that several units were currently replacing their deans during the survey and therefore next year will be a better time to evaluate the deans in those units. It will be important to make sure the new, updated dean lists are included in next year's data.
4. Data and Survey Results Discussion
 - It will take some time for the survey results to be ready to post; IT member Chris Gardner, business intelligence analyst lead, who has helped prepare survey results in the past will be involved in preparing the report. For open-ended questions, some evaluatees have over 2,000 comments and AEC will consider how to present a digest of these comments.
5. A reminder that the luncheon honoring the ITS team (Bob Jones, Brian Cors, Chris Gardner,



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Elizabeth Barrieault, Haripriya Mahadevan, and Michael Hess), with special guest VP Ravi Pendse, will be held on May 3rd at 11:30 am and all AEC members are invited to attend.

Respectfully submitted,

Ann Marshall, Faculty Governance Coordinator (FSO)