



Academic Evaluation Committee (AEC) Minutes

January 22, 2024, 11:00 am, Location: Zoom (regular meeting)

Minutes: January 22, 2024

Circulated: 02/07/2024

Approved: 02/19/2024

Present: Ivo Dinov (Chair), Eric Beuerlein, Mihai Burzo, Yi-Su Chen, Brian Cors (ITS), Haripriya Mahadevan (ITS), Ann Marshall (FSO), Silvia Pedraza (SACUA liaison), Kang Shin, Judy Smith, Camille Wilson.

1. The meeting was called to order and the minutes from the previous meeting were approved.
 - Chair Ivo Dinov was delayed expectedly and FSO Coordinator Ann Marshall facilitated the meeting until Ivo arrived.
 - Kang Shin and Mihai Burzo were welcomed to their first 2023-2024 AEC meeting. Mihai Burzo is attending to provide a Flint perspective while Min-Hui Huang is on sabbatical. Kang Shin is attending winter term only due to a scheduling conflict with fall teaching responsibilities.
2. The finalized AEC survey was briefly reviewed.
 - There was a brief discussion about further revising the survey (see agenda item 7).
3. The ITS team confirmed the following additions for the 2024 AEC survey:
 - 1) the addition of ISR in the AEC survey, 2) the addition of clinical faculty as respondents, and 3) addition of archivists and curators as respondents.
4. The AEC survey timeline was discussed. An initial 2024 AEC implementation draft timeline was shared during the meeting.

Action Item: ITS will create a proposed 2024 AEC survey implementation timeline based upon their experience with implementing the 2023 survey.

5. Survey Implementation:

- It was noted that last year's response rate was dramatically improved from prior years.
- There is interest in continuing to improve the survey response rate if possible. Ideas included:
 - If funding is available, offer some kind of incentive or gift certificate to encourage faculty participation
 - In emails to faculty, clarify which survey links are individualized, and which links are generic (can be forwarded to encourage survey participation).
 - Some faculty may not complete the survey because of confidentiality reasons. Is there a way to address this?
- ITS may not be aware of nonregental U-M Flint appointments to include in the survey.

Action Item: Mihai Burzo (UM-Flint) offered to provide the ITS team with information on non-regental U-M appointments at UM-Flint to consider for inclusion in the AEC survey. It is not clear whether this could be included in the 2024 survey. The ITS team would need the info. right away for any 2024 considerations.

Action Item: The ITS team will provide the 2023 email language used to communicate with faculty



about the survey, so that AEC can consider possible minor adjustments for 2024.

6. How to review the AEC survey results was not discussed. ITS procedures mentioned include:

- ITS deletes all responses to open-ended questions after sending them to the administrators being evaluated.
- Last year, ITS provided open-ended comments to administrators in two formats: 1) comments as received and 2) an AI generated summary of the comments.

7. AEC Ideas for 2025 Survey Revision

- The suggestion to add a new AEC survey question regarding concerns about bloated administration was raised and briefly discussed.

Adjournment

Remaining Winter Term Meetings:

Monday, February 19, 11 am - noon

Monday, March 25, 11 am - noon

Monday, April 22, 11 am - noon

Monday, May 20, 11 am - noon (only if needed)

Respectfully submitted,

Ann Marshall, Faculty Governance Coordinator (FSO)