



GENERAL CHARGE FOR SPECIAL SENATE ASSEMBLY COMMITTEES

Special committees are established by Senate Assembly as authorized in Section 4.06 of the Regents' Bylaws. In collaboration with the Faculty Senate Office and SACUA, special committees assist Senate Assembly with its work. Senate Assembly special committees are charged with bringing faculty voice and perspective to a broad range of university activities including policy and procedure.

Administrative Evaluation Committee (AEC)

Committee Chair: Ivo Dinov

SPECIFIC CHARGE 2024-2025

1. In order to support the long-term longitudinal utility of the rigorous faculty assessment of the University administration, continue with the current AEC format and focus on survey clarifications, process improvements, and error corrections. Significant prospective changes to the AE survey may invalidate some of the temporal-trajectories of the results, or heavily confound time-dependent dynamics with reported outcomes.
 - a. Provide Human Resources (HR) with 2024 AEC survey error data to further enhance the accuracy of HR data for the 2025 survey.
2. Throughout AEC planning efforts maintain effective relationships with the administrators being evaluated and the Information and Technology Services (ITS) team that supports this valuable part of faculty governance at UM.
 - a. Support ITS's efforts to create ITS process documentation for the AEC survey, e.g. in the case of any ITS team staff member changes.
3. Simplify the AEC Committee Charter to reflect the core purpose of the committee and the fundamental principles of faculty self-governance.
 - a. For instance, AEC Charter may be stated more succinctly as follows: *The SACUA Administration Evaluation Committee (AEC) is charged with (1) reviewing the process of evaluating key University Administrators, from department Chairs/Heads, to Deans, Provost, and the University President; (2) planning, implementing, and completing the annual faculty evaluation of administrators survey (typically in early Spring towards the end of each academic year); and (3) supporting faculty, reporting findings, and addressing issues related to faculty assessment of University administration at different levels. To achieve these goals, AEC works closely with SACUA, University ITS, and HR to ensure smooth operations.*
4. With Faculty Senate Office's support, work on better publicizing the AEC survey and address issues of potential low participation rates, e.g. announce the survey in the Faculty Senate newsletter.
5. Discussions around reinstating a question regarding the evaluations of Assistant Deans, as existed historically.

Approved by the Senate Assembly on September 23, 2024