



Academic Evaluation Committee (AEC) Minutes

November 18, 2025, 11:00 am, Location: Zoom (regular meeting)

Minutes: 11/18/2025
Circulated: 2/11/2026
Approved: 2/17/2026

Present: Ashu Tripathi (Chair), Eric Beuerlein, Brian Cors (ITS), Ivo Dinov, James Gulvas, Ann Marshall (FSO), Priya Mahadevan (ITS), Hari Nathan, Heather O'Malley (SACUA Liaison), Deirdre Spencer

Absent: Audrey Bennett, Mihai Burzo, Bobby Madamanchi, Kang Geun Shin, Patricia Tillman-Meakins, Camille Wilson

1. The meeting was called to order and the prior meeting minutes were approved.

2. HR data updates

- **HR Data Accuracy Letter:** Prior to the meeting, a letter was drafted to help address HR data accuracy for this year's AEC survey. The text of the letter was shared with AEC members during the meeting, and, after the review, no revisions were made to the letter. The letter will be sent by the Senior Human Resource Representative to HR Officers and is from the SACUA Chair, AEC Chair, and ITS Assistant VP of Support Services and Emerging Technology. The letter encourages HR representatives to do a final review of the HR data by December 24th, offers several reminders, and clarifies that no changes can be made to the HR data after December 24th. The letter does not pertain to U-M Dearborn, U-M Flint and units with HR data not covered by Academic HR. ITS has been following up with these entities separately.
- **Action Item:** The HR letter described above will be sent by the IT team to the Academic HR contact after the end of today's AEC meeting.
- It was clarified that administrators on leave with pay are included in the survey and administrators on leave without pay are not included in the survey. HR partners had already built this into the logic of the HR data and there is no change from prior years.

3. Possible new AEC survey question

- An AEC member asked about adding one (or possibly two) on administrative bloat as had been discussed in prior years. There was discussion about whether it was too late in the AEC survey timeline to add this question. It was agreed that it was acceptable to add a new question (or two) as long as it is done in a timely matter, with a deadline of no more than two-weeks after the meeting and with a final deadline of mid-December.
- **Action Item:** Chair Tripathi and Kang Shin will meet to draft the question, then share the draft with AEC by email, and the question will be finalized by mid-December at the latest.

4. AEC survey announcement in the *Record*

- Chair Tripathi asked for input about having the AEC survey announced in the *University Record* as a strategy for publicizing the survey and potentially increasing the AEC survey response rate. There was discussion about the potential timing of such an announcement.
- **Action Item:** FSO Director Luke McCarthy will contact the *University Record* to inquire about including an AEC survey announcement in the *Record*. It was suggested that the announcement might appear two weeks after the start of the survey. Or, a timing of one week after the start of the survey would also be acceptable.

5. AEC December meeting

- If there is no pressing AEC new business by mid-December, the tentatively scheduled

December 16 AEC meeting will be cancelled.

Adjournment

Respectfully submitted,
Ann Marshall, Faculty Governance Coordinator (FSO)