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FACULTY EVALUATION TASK FORCE

Deborah R. Wilcox, Associate Dean of the Faculty

In September 2010 Provost/Sr. VPAA Patty Lynott charged me with convening a task force to look at faculty evaluation at SNHU and making recommendations for "the most comprehensive and efficient way to evaluate effective classroom teaching." The Faculty Center for Innovation and Excellence in Teaching was very interested in participating as well as the Faculty Senate. We ended up with an incredibly hard working and efficient group:

Doug Blais, Professor, School of Business
 Karin Caruso, Associate Professor, School of Business
 Liz Henley, Adjunct Faculty and Associate Director, Office of Disability Services
 Megan Paddack, Assistant Professor, School of Arts and Sciences
 Cathy Stavenger, Associate Professor, School of Education

"What does good teaching look like?" was the first question the group asked. We wanted to design a "good teaching" rubric generic enough to be used across all schools for classroom observation by Deans, Department Chairs, peers, and possibly even students, for professional development as well as evaluation. After discussing many higher education rubrics and examples of indicators of good teaching we surveyed faculty, asking for their top choices from a list of criteria that might be used to evaluate classroom teaching. Megan evaluated the responses (79) and reported to the Faculty Senate. The faculty responses helped to group similar questions and clarify their language. Five categories emerged:

Student Engagement; Instructional Delivery; Culture of Learning; Knowledge of Content; Assessment.

Cathy, Megan, Karin and Liz each took on a category and drafted a rubric for what "proficient" would look like for the elements of their category. These discussions resulted in several important points: everything about one's teaching cannot possibly be seen in one classroom observation; this will also be a very valuable tool for self-reflection; not only is faculty buy-in for the use of the tool very important, but so is dean buy-in; this tool (and anything else that is developed) is designed to improve teaching and learning and we ALL want that.

We are now at the very exciting testing phase! Megan Paddack (Math) and Greg Randolph (Eco/Fin) volunteered to have one of their classes videotaped then Liz Henley extracted a 15 minute segment from each tape. A group of Task Force, Faculty Center, and Faculty Senate members watched the tapes and used the tool to comment on the teaching they observed. Feedback from this test will allow for editing and refining the tool.

The Task Force plans to continue their work throughout the summer with the goal of creating a 3-part packet: description of the classroom observation tool, how to use the tool (including the need for pre- and post-observation meetings, and the tool itself. In the 2011-2012 phase of this project the task force's work is going to be taken on by the Faculty Center. Associate VPAA Nicholas Hunt-Bull was charged with convening a task force to look at the student course evaluations. Once the "good teaching rubric" is complete the goal is to move on to re-evaluate the student evaluation tool as well, also part of the Faculty Center's charge. Look for more updates in the new academic year.

I cannot thank Karin, Liz, Megan, Cathy and Doug enough for all they have accomplished in the last few months. They were already 5 of the busiest and hardest working people on campus when chosen for this task force and of course they threw themselves into it with incredible enthusiasm! It has been an extreme pleasure working with them. Everyone at SNHU will benefit from their work, most especially our students!

The Shapiro Library

Submitted by: Kathryn Growney

Shapiro Library Public Workstations to Require Login:

In order to increase network security and minimize the introduction of malware, Southern New Hampshire University is in the process of converting computer workstations across campus to require logging in. In order to bring the library in line with the rest of the campus, Shapiro Library will begin requiring computer workstation logins beginning **May 10, 2011**.

Who will be able to log in to the computer workstations in the library?

All current SNHU students, faculty and staff with SNHU email accounts will be able to log in directly on any of the library's computer workstations. The following affiliated groups are also eligible but will need to stop at the Circulation Desk and sign out an access key:

- SNHU Alumni upon presentation of their SNHU Alumni card
- Follett/Sodexo employees upon presentation of their SNHU Vendor card
- NHCUC member institution students, faculty and staff with a current valid ID card
- Special Borrowers upon presentation of a valid Shapiro Library Special Borrower Card

What is a Special Borrower and can I become one?

The Special Borrower Program enables persons not affiliated with Southern New Hampshire University or NHCUC to borrow from the Shapiro Library collection and access the Internet in the library. The cost is currently \$50.00 a year. Special Borrower Cards may be purchased at the Circulation Desk.

Will I still be able to log in to the library's wireless network?

Access to the wireless network is not changing at this time. SNHU community members will still login using their SNHU email account. Visitors may request a guest login from the Reference Librarian. All laptops connecting to the wireless network must meet the standards set by the Computing Resources Department.

Global Pursuits: Dean Karen Erickson

Arts and Sciences Dean, Karen Erickson, has been named by the Association of American Colleges and Universities (AAC&U) to the U. S. delegation that will participate in the Council of Europe's Global Forum this summer in Oslo, Norway. The forum, "Reimagining Democratic Societies: A New Era of Personal and Social Responsibility?" is a gathering of university leaders, policy makers, ministers of education, and other stakeholders to investigate how higher education can play a more active role in educating students about democracy, human rights, and social justice.

Erickson's appointment marks her engaged activity with the AAC&U where she has collaborated with colleagues from other institutions to lead workshops at the organization's regional conferences. Dean Erickson was recently elected to a second term on the Board of Directors for the American Conference of Academic Deans, an organization for deans, vice-presidents, and provosts, closely associated with the AAC&U.

Participating in the European Global Forum, Dr. Erickson is no stranger to being involved in global affairs. She is a member of the Board of Directors of the World Affairs Council of New Hampshire.

Before her appointment at SNHU, she directed a program in Arctic Affairs and Policies Assessment at the University of Alaska Fairbanks, and served on the U.S. delegation to the Arctic Council. While at SNHU, Erickson was tapped to head the U.S. team in an Arctic security exercise held in London, England by the governments of the U.S., Canada, the Scandinavian countries, and Russia.

She is currently at work on planning a "Global Arctic" symposium to mark the 10th anniversary of a similar Arctic conference that she organized in Alaska. Her work addresses complex security which, in addition to military security, means environmental, energy, economic, and cultural security. Erickson's ongoing research targets nuclear proliferation in the Arctic where stores of fissile material are among the worlds largest.

Dean of Shapiro Library—Kathryn Growney

We are very happy to announce that Kathryn Growney, Dean of Shapiro Library, has been appointed to the Association of College and Research Libraries CLS Professional Development Committee. As part of this commitment, she will be attending the American Library Association national conference in New Orleans in June. It is an honor for SNHU to have Dean Growney representing us at the national level.

The Women's Business Center

We want to welcome the Women's Business Center to Southern New Hampshire University! Funded by a grant from the US Small Business Administration (SBA) the center is designed to help New Hampshire women, whether they are looking to start a small business, manage their current business, or to retire their business. The W.B.C. works to help women become financially independent and to be established in the community. There are many services provided to a variety of women, regardless of their economic status or race.

There are three main avenues for the center. The first is helping people begin a business. The W.B.C. can help women move from ideas about a potential business to actually launching their business. The second is for those women who already have their business up and running, but are struggling with the management aspect. The center can help them better their business, which will help it grow. The third is for those who are looking to retire their business. The W.B.C. can help these women figure out how to close or pass their business down. There is a specific focus on helping these women be proactive in shutting their business down, rather than responsive to outside forces bring it down for them.

After joining SNHU's community, the Women's Business Center has a broader horizon for contacting and helping women all across New Hampshire. Through the school's online programs, like Blackboard, the W.B.C. can still reach out to women who already have previous commitments, like family.

The Executive Director of the Women's Business Center is MaryAnn Manoogian. Manoogian graduated from The Evergreen State College in Olympia, WA with a B.A. in Community Development. She has had over twenty five years of experience working for non-profit organizations. Manoogian is passionate about her work, saying:

"I start my day loving my job, and I end my day loving my job."

"ED"ies Nominee—Dr. Doug Blais

Dr. Doug Blais, Professor of Sport Management in the School of Business received the 2010 Excellence in Teaching Award for full-time faculty (\$1,000 and a plaque, awarded at commencement). This year Blais was SNHU's nominee for the New Hampshire Excellence in Education Awards ("ED"ies) for 2011 as we customarily nominate the previous year's Excellence in Teaching winner for the next year's "ED"ies award. Each college/university in New Hampshire is eligible to nominate a full or part-time faculty member.

Congratulations to Doug on being chosen for an interview as one of the three semi-finalists for the "ED"ies award! Unfortunately, he was not chosen as the winner, but we are very proud to have him represent SNHU.

Blais received his B.S. and M.B.A. from NH College and his Ph.D. from the University of Connecticut. Blais has been a member of SNHU's faculty since 1996.

Notes

Senate News—April 20, 2011

Issues Discussed:

Faculty Access to Critical Data/ Student Information: John Hollinger (CIO) and Jennifer DiStefano (University Registrar) attended the April 20 meeting to listen to faculty concerns regarding timely access to student information in Datatel. Chairs, coordinators and faculty need access to their student majors/minors/advisees to proactively advise students and offer immediate advice and support for students experiencing difficulties. John will consult directly with an internal team to meet these needs.

The Role and Relevance of an Adjunct Faculty Representative on the Senate: The objective of this discussion was to highlight disconnects between full-time and adjunct faculty due to the distinct separation of COCE and the University College. Faculty-Adjunct Faculty interaction via professional development evenings and dinners no longer occur. What can the Faculty Senate and faculty do to enhance the relationship between full-time faculty and adjunct faculty?

For further information on this discussion refer to the draft Senate Minutes for April.

Announcements:

The Academic Affairs Office has formed a new Task Force to develop a site in *mySNHU* for all governance documents, policies, and curricular documents.

The Faculty Evaluation Task Force developed a draft classroom observation instrument that is in beta-test stage.

Upcoming Issues

Some topics on the agenda for the final May 18th Faculty Senate meeting are a presentation of the 2011-12 budget by President LeBlanc (or his designee) and a discussion of the Academic Assignment Form.

For information regarding other committee reports and a more extensive coverage of Senate activities and the upcoming agenda visit the Senate Blackboard site.

NOTE: Faculty must sign up (through closure week program sign-up link) if they are planning to attend the final Faculty Senate meeting on Wednesday May 18th from 12-2 pm in the Hospitality Boardroom (HOS 202). Lunch will be provided.

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