



**District Tenure Review and Evaluation Committee (DTREC)**  
**September 19, 2017 1:30-3:00pm Doyle Library 4243 (1<sup>st</sup> Floor)**

**Minutes**

| Agenda Item                                                                                                                                                                        | Action or Report Needed                                                                                                                                                                                                                                                                                                                                                                                              |
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| <b>I. Call to Order</b><br>Present: Abe Farkas, Warren Ruud, Sarah Hopkins, Carlos Valencia, Mark Ferguson, Josh Adams, Susan Wilson<br>Guest: Brad Davis<br>Staff: Chas Crocker   | Meeting called to order 1:31 pm                                                                                                                                                                                                                                                                                                                                                                                      |
| <b>II. Approval of Minutes</b> – Approval of 5/2/17 and 9/7/17 Minutes                                                                                                             | Approved.                                                                                                                                                                                                                                                                                                                                                                                                            |
| <b>III. Constituent Reports</b> (as needed)<br>(AFA, Academic Senate, Department Chair Council, Academic Affairs Council)                                                          | No reports                                                                                                                                                                                                                                                                                                                                                                                                           |
| <b>IV. Other Reports</b> (as needed)<br>Progress Report on Evaluations (A. Farkas/K. Matthies)                                                                                     |                                                                                                                                                                                                                                                                                                                                                                                                                      |
| <b>V. Old Business</b>                                                                                                                                                             |                                                                                                                                                                                                                                                                                                                                                                                                                      |
| 1. Revised Work Experience Evaluation forms and process – final version presented by Work Experience.                                                                              | Survey Monkey will now be used and sent to student’s cubbies. Responses now go to AA who will tabulate scores and transcribe comments. Minor grammatical revisions. Reorder left to right <i>disagree</i> and <i>agree</i> to align with hard copy evaluations. Approved as amended.                                                                                                                                 |
| 2. Out of department evaluators serving on Tenure Review Committees – The impact of the lapsed Article 14B.21.H and Article 30                                                     | Make effective as soon as approved by whom? May become effective as early as F2017. F2017 recommendation                                                                                                                                                                                                                                                                                                             |
| 3.                                                                                                                                                                                 |                                                                                                                                                                                                                                                                                                                                                                                                                      |
| <b>VI. New Business</b>                                                                                                                                                            |                                                                                                                                                                                                                                                                                                                                                                                                                      |
| 1. Work Experience: a request to change the mandatory date of notification to adjunct faculty. Assignments for Work Exp. are confirmed later than in regular teaching departments. | <ul style="list-style-type: none"> <li>- This area may also impact ADLTED in the future.</li> <li>- Add ADLTED dept, or any Late Start classes?</li> <li>- If missed first semester evaluation time, can be evaluated next semester.</li> <li>- Roughly 300 adjunct up for evaluation ea semester</li> <li>- Idea: send notification out to everyone?</li> <li>- Abe is concerned about making exceptions</li> </ul> |

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|                                                                                                                                                                                                       | <ul style="list-style-type: none"> <li>- LS WRKEXP – How is evaluation done? Deferred to following semester that they teach.</li> <li>- If faculty not notified in time, then evaluation deferred. But, if positive evaluation, lack of notification, then good. If, however, negative evaluation, then faculty can counter that they weren't notified in time, and therefore evaluation isn't valid.</li> <li>- FT faculty assigned as instructor of record, but Adjunct faculty go to job site and submit grades to instructor of record, who enters grades into system</li> <li>- Notification wiggle room might actually be in Article 14.21.C already.</li> <li>- Article 14.21.C identified as short term classes, or need is okay to have a different.</li> <li>- Contract already has language that addresses Brad's concern.</li> </ul> |
| <ol style="list-style-type: none"> <li>2. Abe presented something: _____</li> <li>3. Evaluation forms (update): posted on HR website</li> <li>4. Review DTREC negotiating team to evaluate</li> </ol> |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| <b>VII. Other Business</b>                                                                                                                                                                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| <b>VIII. Adjournment</b> – Meeting adjourned 2:13 pm                                                                                                                                                  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |