

1-27-2003

University of Northern Iowa Faculty Senate Meeting Agenda, January 27, 2003

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UNIVERSITY OF NORTHERN IOWA FACULTY SENATE
Agenda for Meeting of January 27, 2003
3:15 P.M., Board Room 207 Gilchrist Hall

CALL TO ORDER

APPROVAL OF THE MINUTES

Minutes of the 01/13/03 meeting.

ANNOUNCEMENTS

1. Call for Press Identification
2. Comments from Provost Podolefsky
3. Comments from Faculty Chair, Melissa Heston
4. Comments from Chair, Carol Cooper

CONSIDERATION OF CALENDAR ITEMS FOR DOCKETING

835 744 Oral Communication Competence Policy
(to be docketed for a February meeting)

NEW BUSINESS

ONGOING BUSINESS

732 Calendar Committee Report

CONSIDERATION OF DOCKETED ITEMS

740 Consider motion from the College of Social and Behavioral Sciences Senate on banning smoking within thirty feet from entrances and exits to UNI campus buildings

ADJOURNMENT

UNIVERSITY OF NORTHERN IOWA FACULTY SENATE

Calendar item 835

Docket Number _____

Title: Oral Communication Competence Policy

(to be docketed for a February 2003 meeting)

Standard Motions

1. Place at head of docket, out of regular order.
2. Docket in regular order.
3. Docket because of special circumstances for _____
And notify sender(s).
4. Refer to (standing committee) _____
5. Refer to (administrative officer) _____
6. Refer to (ad hoc committee) _____
7. Return to petitioner with request for a more specific proposal.
8. Return to petitioner with request for additional information and documentation.
9. Return to petitioner because of decision not to docket at this time.
10. Other procedural disposition _____

NOTES

DATE: January 6, 2003

TO: Carol Cooper
Chair, Faculty Senate

FROM: Mike Mixsell *MM*
Academic Administrative Services Coordinator

SUBJECT: Oral Communication Competence Policy

The Oral Communication Competence Policy passed by the Senate on September 24, 2001, included in paragraph 2 a requirement to keep a separate record for oral communication competence assessment and not use it for assessment purposes. Subsequently, the Provost convened a committee under the provision of Article 3.29, Master Agreement between the State of Iowa Board of Regents and the UNI-United Faculty to review the policy because of continued concerns regarding the oral communication assessment instrument.

The committee, chaired by Katherine van Wormer, and including Sandra Alper, Kenneth Basom, Virginia Berg, Fred Behroozi, Chris Ogbondah, Dhirendra Vajpeyi, and student Kellie Greiner, recommended elimination of the current oral communication competence assessment instrument and insertion of one item to the student assessment form, "Instructor communicates effectively."

Adding this question to the student assessment form would create a conflict with the Senate-approved policy because the oral communication competence record would no longer be separate from the faculty evaluation file and would be part of the assessment. To resolve this conundrum, we'll either have to delete paragraph 2 of the policy or reconvene the committee to seek a different solution to concerns about the oral communication competence instrument. The Provost requests, therefore, that the Faculty Senate indicate a preference for one of the two possible courses of action.

DRAFT

ORAL COMMUNICATION COMPETENCE

Purpose

To establish policies and procedures for the evaluation of the oral communication competence of persons who provide instruction as required by Iowa law (262.9.24) and Board of Regents policy.

Policy Statement

Oral communication assessments will be administered as required and the results reviewed by department heads to ensure that adequate standards of oral competence are maintained in academic units. Oral communication competence is understood to be the ability to communicate appropriately in the language of instruction.

Procedures

1. Oral communication competence assessments are conducted by departments. Assessment forms can be requested from ITS Network Services. Assessments will be conducted as follows:
 - a. All faculty and teaching assistants (instructors) shall be evaluated annually by students for their oral communication competence.
 - b. Assessments shall take place at the end of the fall semester, except for first-year faculty (probationary, term, and full-time temporary) who will be assessed in the spring during their first year.
 - c. If needed, department heads will develop strategies to improve the oral communication of a faculty member.
 - d. Oral communication evaluations of a faculty member shall cease if he or she receives two consecutive positive (mean greater than zero) evaluations on all items of oral competence.
 - e. The discontinuance of oral competence assessments of a faculty member is subject to approval by the department head.
2. A separate record will be kept for oral communication competence assessment and evaluation of persons who provide instruction to students. This record will not be part of the faculty evaluation file nor used in the assessment and evaluation of faculty for purposes outlined in Article III of the Master Agreement.

From: Aaron Podolefsky <aaron.podolefsky@uni.edu> Mon 5:01 PM
Subject: [Fwd: Re: Oral Comm]
To: JOHN D MIXSELL JR <Mike.Mixsell@uni.edu>
CC: AARON M PODOLEFSKY <Aaron.Podolefsky@uni.edu>

Mike

We now have a recommendation. This of course requires we renegotiate the standard instrument with UF. It may also require that we use the instrument with tenured faculty if they come to UNI with tenure. Please review all possible complications with using the standard instrument. Thanks Mike. Maybe UF and us can come to a simple agreement on the language and other issues.

Ak Pat to be sure this is on our to do projects list. Thanks

Aaron

----- Original Message -----

Subject: Re: Oral Comm
Date: Sun, 10 Feb 2002 14:10:51 -0500
From: Katherine van Wormer <vanworme@csbs.csbs.uni.edu>
Reply-To: Katherine.VanWormer@uni.edu
Organization: College of Social & Behav Sciences
To: Aaron Podolefsky <aaron.podolefsky@uni.edu>

To Aaron Podolefsky, Provost, University of Northern Iowa

Dear Aaron,

Here is the report of the committee:

Meeting: February 8, 2002. Meeting of Oral Communication Committee.
Present: Sandra Alper, Kenneth Basom, Virginia Berg (comments by proxy), Chris Ogbondah, Dharendra Vajpeyi, Katherine van Wormer (chair), from the faculty and Kellie Greiner, student representative.

Ken Basom stated that since our last meeting he had given the process considerable thought and decided the least conspicuous way would be to include an item on the student evaluation form. Van Wormer showed the members copies of the form (UNI Student Evaluation of Teaching) and suggested the addition of the item, The instructor communicates effectively. (This would be perhaps the 6th of the now 8 items on the most recent evaluation form.) Then van Wormer read the law HF 533 from the state legislature which requires a "student evaluation of persons" annually or for two consecutive positive evaluations. We agreed that this measure seemed to address this requirement and to be comparable to what the other regents universities are doing. Van Wormer said she would inform the provost of the decision.

Sincerely yours,
 Katherine van Wormer