

**CMU Academic Affairs Council
Agenda April 19, 2017
3-5 pm ADH only**

Announcements/Updates/Reminders/Air-time & Action Issues

Commencement Story ideas (need by Friday 4/21)

Holly Teal – spring 2018 schedule Qs and Options

Exemplary Faculty Nominations, Final review and Rec prep (during “bonus” time)

Eval Process: Impressions re: process and ratings

Process & Forms: Eval form (**write ADH comments/rationale for rating in form boxes**), Plan form (be responsive re: %allocations and commentary from previous evals). See Handbook Section VI.A.8-10). **Electronic submission idea? What do you think? Makes me nervous...is it doable?**

Prescribed Save As format

PembertonCKINEEval2017 ([Performance Evaluation](#) document)

PembertonCKINEPlan2017-2018 ([Performance Plan](#) document)

To comply with VI.A.8-10 (supporting docs in zip folder, faculty self eval and plan narratives, Save as: PembertonCKINESuppDocs2017)

Ratings inflation concern: Did not change anything this year. Please re-read the definitions of rank categories (see below). An evaluative scoring system that by definition always yields across the board excellence may not be a truly authentic evaluation.

ADH general commentary:

Deadlines are not “suggestions”

Quality control: faculty qual eval, program reviews, etc.

Professional Employee Handbook (Section VI.A.7): Performance Ratings. The following Performance Ratings will be used for evaluations:

- a. Excellent. Evidence convincingly demonstrates that the Faculty member has made exceptional contributions in the General Evaluation Criteria area under consideration, **contributions that clearly would be recognized as outstanding by professional colleagues at comparable institutions.**
- b. Highly Proficient. Evidence clearly demonstrates that the Faculty member has made **significant contributions** in the area under consideration and is considered **highly skilled in that area.**
- c. Proficient. Evidence demonstrates that the Faculty member meets minimum expectations and has made modest contributions in the area under consideration.

- d. Below Standard. Evidence demonstrates that the Faculty member's contributions are below accepted standards in the area under consideration. A need for improvement is clearly indicated. The level of contribution does not justify any salary increase and may jeopardize continued employment with the University.

Kudos and Congrats!

The General Section Awards Committee of the American Academy of Forensic Sciences evaluated several presentations for consideration of the 2018 Robert Gaffney Achievement Award. **Dr. Eriek S. Hansen** was selected as the 2018 Robert Gaffney Achievement Award Winner for his presentation titled "Bioelectrical Impedance Analysis as a Technique for Estimating the Postmortem Interval (PMI) in Human Remains." The Gaffney Award is for excellence in a presentation by an emerging forensic scientist. **Kudos to Dr. Hansen!**

Dates & Deadlines/Future Meetings: UC 213, 3:00-5:00 pm

5/15 Working session (10:00-12:30 pm): ADHs and Faculty Qual files, matrix verification and review
August Launch Meeting/Retreat: 10 am to 4:00 pm Thursday August 10, location TBA