

**Faculty of Arts Council
Minutes
Wednesday, April 10, 2019
12:30-1:30 PM**

Present: Tim Babcock, Rachel Berg, Brandon Christopher, Carlos Colorado, Roewan Crowe, Linda DeRiviere, Matt Gibbs, James Hanley, Steven Kohm, Roy Loewen, Shauna MacKinnon, Lisa McLean, Jaqueline McLeod Rogers, Glenn Moulaison, Jacqueline Romanow, Catherine Taylor, Sante Viselli, Doug Williams.

Regrets: Barbara Foucault, Neil Funk-Unrau, Peter Ives.

PSAC and academic capacity (Marni Yasumatsu, Shelley Mangiacotti)

Due to the confidential nature of the discussion, notes were not taken.

Motion to approve the agenda with one additional item (T. Babcock/S.Kohm). **Approved.**

Motion to approve the minutes of March 13, 2019 (J. Hanley/D. Williams). **Approved.**

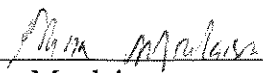
Student Evaluation of Teaching process

Chairs are asked to comment on their experience with the Student Evaluation of Teaching which has now been completed in both a hard copy and an online format. This feedback will be passed onto Colin Russell, who oversees the process.

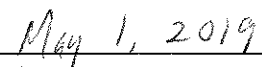
- Problematic when there are two instructors
- Trouble accessing links (online)
- Don't necessarily capture all those who attended (especially online)
- Students didn't receive the three rounds of e-mail messages that went out (online)
- Implications of not having set evaluations for faculty members (hard copy and online)
- Really low response rate (especially online)

As well, new forms were introduced which listed all of the students' handwritten comments on the SET report itself.

Motion to Adjourn (T. Babcock/S. MacKinnon) **Approved.**



Glenn Moulaison



Date