Ad Hoc Committee on Institutional Identity and Vision
Thursday Nov. 30th, 2017  3:00-4:00 PM RSS Room 353

Present: Irina Gigova, William Bares, Alex Kasman, and Jen Wright
Absent: Mike Braswell, Todd McNerny, Jeri Cabot

Minutes from other meeting were discussed, a minor change was made, and then approved. These will be loaded into the google drive.

The survey link was discussed in light of feedback received from the Staff Advisory Committee to the President and the following changes were made: we reduced the new question options from five to three, separated each section of the survey onto its own page, introduced a completion indicator, and corrected some confusing wording. Other potential questions for the survey were briefly discussed, but the committee decided to leave it as it was.

The powerpoint presentation for the staff meetings on Monday was discussed. A few minor changes were recommended, but otherwise it was approved. In particular, we discussed the timeline introduced by one of the slides and determined:

The survey would be remain open until January 12, 2018. Once closed, the committee would meet to review and discuss the data to identify the main questions to focus on for the spring sessions. We would have two rounds of working groups, late January-early February. The first working group would include all faculty and staff interested in participating. They would be separated into randomized working groups and each give the set of questions and asked to prioritize them and then work on answers to them. The second group would include 1-2 representatives from each working group. These groups would be given the answers drafted and developed by the working groups and would further refine and finalize the answers and then enter them into Qualtrics for the committee. The committee would then once again meet to review and discuss the data to identify the core answers provided by the groups in order to develop a recommendations presentation to present at the senate in April.

Irina was going to discuss the survey with staff on Monday and Tuesday and provide us with feedback.

Once approved, Jen agreed to send the survey out to all department chairs. A campus-wide email would be sent out by Lynne Ford and the senate speaker. And each committee member agreed to distribute the survey link personally to faculty and staff colleagues in order to encourage robust and diverse participation.