

**UNIVERSITY OF SOUTH ALABAMA**  
**Faculty Senate**

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**Faculty Senate Executive Committee-President's Council**  
**Sept. 11, 2024, 3:00 p.m.**  
**MCOB 101**  
**MINUTES**

## **New Business – Review of College Chairs**

Christina Wassenaar covered three points on this topic:

- 1.) The ExComm would like to know how often department chairs are reviewed. The university policy mandates a review of chairs every five years. There has been some discussion about helping chairs with training or professional development so that chairs are well-versed in activities such as evaluation of faculty. We have seen that there are a lot of inconsistencies about how the job is performed among the various colleges in following university guidelines.
- 2.) The Faculty Senate would be interested in putting together small working groups with ILC on some of the issues that we identify on the faculty side of the experience and help with some of the topics such as curriculum development. What is needed is something more than an orientation of new chairs to the job, which is more of a Human Resources responsibility. But rather something more on the line of best practices or professional development relating to the evaluation of faculty or coaching faculty, as well as implementing university policies.
- 3.) When evaluations of chairs are made by the faculty members, what is done with the information? What kind of feedback is given to the chairs? Some faculty members have never had the opportunity to be a part of the five-year review. We understand what is outlined in the University Handbook, but it seems more like theory of what should be done, rather what is done in reality.

Bottomline-- There is inconsistency about how chairs conduct the process of faculty evaluation, and it's a reality.

