

6/3/23

Roski School of Art and Design Faculty Council (22/23 School Year Review)

August 2022

Committee members got to get acquainted with each other.

Leadership was agreed upon and roles for each member were defined.

Traditionally the council is given a charge by the school to do for Fall in addition to any other business deemed necessary by the council. This year the charge was to create a system to evaluate part-time faculty.

It was agreed that researching this subject was needed.

September 2022

All committee members were given different areas of the subject to research and present to the council. Ideas were discussed, major and important themes sketched out.

October 2022

Further and more detail focused discussion. A first rough draft of a document is made.

A draft document is kicked around in email being rewritten and added to.

November 2022

The group written document is discussed. Final ideas and revisions are talked about.

The document is then charged to a particular council member with a gift for writing to craft the final working draft of the document.

December 2022

The final working draft of the document is sent to the Roski Dean for feedback.

(Holiday Break)

January 2023

The final working draft is returned with feedback from the Roski Dean. The feedback is discussed and negotiated with the Dean and the Faculty Council President. The feedback is then brought to the whole council. It is discussed and ideas on changes and edits are talked about. An edited version is made of the draft document and emailed around to council members for feedback and edits. A final document is sent and accepted with no requests for more edits by the Roski Dean.

The council hosted visits by faculty from the School of Film and Cinema interested in our role in the full-time and tenure track faculty evaluation and promotion process, which we were about to start at that time.

An email is sent to all full-time and tenure track faculty with a link to an online Faculty Activity Report Form to fill out on-line with a due date in March. These forms are used by the Roski School to evaluate faculty.

February 2023

The Faculty Council together with Roski Administration and IT worked to monitor that all the activity report forms were filled out by the due date. Any faculty found delinquent were contacted to get their info in asap. All information was then collected and organized to begin the faculty evaluation process. The evaluation process requires the council to split into two groups, Tenured Faculty evaluate Tenured Faculty, RTPC Faculty evaluate RTPC Faculty. Each group meets separately then sent their results to the Council President who then compiled all of

it and sent it to the Roski Dean's Office for review. The Faculty Council is one part of the evaluation process, the Department Chairs and the Dean are the other parts.

March 2023

Because of scheduling difficulties and Spring Break the council didn't meet in March.

April 2023

The council and the IT department worked together to design and create a new online election ballot system for the electing of the new 23/24 council members.

An email was sent out to all full-time faculty with a link to the newly launched online ballot, with the new system the school held a successful election that didn't require a lot of extra staff and administration work.

May 2023

The council concluded the year with discussing and trying to answer individual questions and concerns that were brought up by individual faculty as well as brainstorming what continuing members of the council can maybe focus on next year.

And with that the Roski Faculty Council for 2022/23 concluded business.

Osvaldo Trujillo

Roski Faculty Council President (22/23)