

(Thursday, December 12<sup>th</sup>, 2013)

# Personnel Evaluations System Committee

2:00 PM)

(Bldg. 1 Conference Rm)

**Chair:** Chet Jarman

**Vice-chair:** Brenda Rogers

**Secretary:** Christina Hale

**Members Attending:** Chet Jarman, Christina Hale, Carol Willard, Sarah Hudson, Brenda Rogers

Emily Woolard (Resource)

**Members Absent:** Clara Ebron

## *Minutes from Meeting (December 12<sup>th</sup>, 2013)*

**Agenda Item** Approval of the Minutes

I.

**Presenter:** Chet Jarman

- Action Taken: Carol Willard made a motion to approve the minutes from the Nov. 1 meeting, seconded by Sarah Hudson

**Agenda Item** Instructor Evaluation by Supervisor

II.

**Presenter:** Chet Jarman

- Discussion Item: Writing the descriptors for the additional instruction, student/teacher relations, and advisory role sections.
- Discussion Item: Adding information on instructional technologies and field of study knowledge

## *Other Information*

**Next Meeting:** (TBA)