

CEPP Meeting Notes
Dec. 1, 2025 @10:10-11:10am
Library 213

CEPP Member Attendance:

Name	Title	Present	Absent
Adrian Bautista	DOSA/VP SA	✓	
Amy Frappier	CEPP Chair	✓	
Lila Glanville	SGA	✓	
Heather Hurst	Faculty	✓	
Natalie Koegler	SGA	✓	
Ryan Overby	Faculty	✓	
Robert ParkeHarrison	Faculty	✓	
Javier Perez-Moreno	Faculty	✓	
Kelly Sheppard	Faculty Dir. Assessment	✓	
Natalie Taylor	Interim DOF/VPAA	✓	
Jamin Totino	Associate DoSA	✓	

Guests: David Cohn (Associate Dean of the Faculty for Recruitment and Academic Personnel [Faculty Affairs]), Joe Stankovich (Director of Institutional Research), Kerry Nelson (Coordinator for Institutional Research and Assessment)

Scribe: Robert ParkeHarrison

Discussion items:

1. Approved minutes from meeting on November 24, 2025

2. Ongoing Business

A. Move to Online Ratings: Discussion and Updates

- CEPP will present at the December 5 Faculty Meeting on transitioning the Q-Set to an online format and request faculty approval. If approved, IR will proceed with an online trial, likely in the spring semester.
- January 23 *Faculty and Staff Forum* (Coordinated by WG Subcommittee) will address:
 - Part A: qSETs transition to online
 - Part B: Long Forms
 - Q & A sessionTime and location: TBA.
- COW will discuss Long Form and qSETs at a future date (TBD).
- Target implementation for online qSETs is Fall 2026.

- WG Subcommittee (Heather) provided an overview of qSETs history and shared information and dates related to moving online.
- Bob will send WG Subcommittee (Heather & Javier) a condensed list of touchpoints for qSETs and Long Forms in their current paper format. This will inform the January 23 Faculty and Staff Forum.

B. Discussion Points

- Long Forms:
 - Issues include potential biases and student hesitation due to handwriting identification.
 - Over 40 different Long Forms exist across departments and programs, but no questions are unique.
 - Long Forms are part of crucial tenure and promotion evaluations.
- qSETs Transition:
 - Moving online may require switching vendors to SmartEvals.
 - Concerns raised about backend integration with Banner and LMS, and scheduling complexities for courses with labs.
 - Open-ended questions can be added to the online qSETs, potentially incorporating questions from Long Forms.
 - Concern about making qSETs too lengthy for students (by adding Long Form questions to the existing form).
- Student Accountability:
 - Scheduling qSETs completion during class could improve participation rates.
- Faculty Handbook Language:
 - Updates needed to reflect online QSETs (FHB, page 220, G. Student Evaluations, 1., A. and B.).
 - Language changes could be voted on at the start of Fall 2026.
 - This step is essential for tenure and promotion cases.

3. Next Meeting CEPP Business:

- Discuss AI and educational planning and policy and the Faculty Meeting Draft statement.