

## AGSIP Meeting Nov 14, 2017

**Present:** Laura, Alexandra, Kat, Caitlin, Alison, Meghan, Lindsey, Geoff

**Regrets:** Dan

**Agenda:** Teaching evaluations, Holiday party

### Teaching evaluations:

- USATs are being done for all courses
- Meghan is working on arranging times with professors
- We cannot evaluate courses with less than 10 people but now we are going to be able to do so but the courses with less than 10 people will only be able to get evaluated when 10 accumulate over the years
- Meghan drafted course objectives to be evaluated
- Bring this up at the department meeting to inform profs of what is going on since there is some miscommunication
- We still want to come to a better solution since some courses will have to wait several years to get feedback
- Issue with question about gender – male and female options do not abide by university standards with respect to asking about gender
- Get a sense of what the department feels like us going to the SGS to discuss this further
- We can have another person (i.e., Hans or Tara) be the administrator so students aren't dealing with confidential course data
- Ask department for their suggestions of how we can anonymously evaluate courses and if they have any suggestions of how to make this better
- Approach Hans first about this and then go to the departmental meeting to get people on our side
- Meghan will email Hans to open up this discussion
- Still do anonymous TA evaluations in courses that don't have them already
- Add in disclaimer to TA evaluations about not including comments that aren't relevant to their ability as a TA

### Holiday party

- Entertainment has shifted away from skits towards activities such as trivia and dancing
- AGSIP could do minute to win it games or have activities and photo booth
- Warm and fuzzies where we write nice things about people/the department
- Wendy should do a roast
- Tom's lab might to Jeopardy – fun facts about people in the department
- Send an email out the day of with an invitation to an after party at Kat's
- Remind Dean to get speakers and projector screen for the event