Administrative Review Committee

• ARC
• Standing committee of the University Senate
• “Chief body of the Senate for reviewing and evaluating administrative performance and proposed reorganizations”
### 2014-2014 Active ARC Members

- Matthew Dawber
- Dale Deutsch
- Paula DiPasquale
- Georges Fouron
- Rob Kelly
- Nicholas Koridis
- Kristen Nyitray
- Laura Valente
- Stephen Walker

### 2013-2014 ARC Activities

- Analysis of 2013 Survey results
- Publication of 2013 Survey Report
- Follow-up on findings of 2013 Survey
- Preparation and administration of spring 2014 mini-survey
- Start-up of study of Provost Office practices at similar Universities
- Start-up of Personnel Evaluation Study
Analysis of 2013 Senate Survey Data

- Received data summary in spreadsheet form from Center for Survey Research
- Analyzed numerical results
  - Categorized result categories as positive or negative
  - Computed positive/negative ratios for each question
- Analyzed comments field
  - Filtered comments to remove possible attribution
  - Correlated individual comments to individual scores
  - Used comments linked to scores to clarify results
  - Selected representative comments
  - Looked for themes in comments not captured in questions (e.g., cluster hires)

2013 Survey Report

- Published 100 page report summarizing survey results, which included
  - Analysis of results for each question
  - Areas of concern
  - Areas with very positive results
- Analyzed issues associated with areas of concern and provided limited distribution data to administration
- Determined areas in which the survey could be improved
2014 Mini-Survey

- Developed and administered mini-survey as a follow-up to the 2013 Survey Report
  - Senate effectiveness
  - On-line learning
  - Cluster hires
  - Diversity
  - Evaluations
  - Faculty/Staff club

Began Provost Office Analysis

- Charge from Senate EC
- Study of practices at other universities (similar to Shared Services Study)
  - SUNY Research
  - Rutgers
  - Minnesota
  - UNC
Provost Office Topics

- Organizational structure
  - Deans and Administration (including number of Associate Provost or Vice Provost positions)
- Provost Strategic Plan (if available)
- Budget issues
  - What is the overall nature of funding flow in the Provost’s office?
  - If the Provost Office acts as a pass through for overall University funds, what percentage of the overall Provost allocation is retained by the Provost Office?
  - What is the rationale for allocation of funds to each Dean area?
  - What metrics are used for evaluation of the operation of the Provost Office?

Personnel Practices Study

- Issue: extent to which units consistently administer yearly performance reviews for faculty and staff
- Study underway with inclusion of one question in 2014 mini-survey
- Expected detailed study in fall 2014, based on results of mini-survey
Questions