

UNIVERSITY OF WEST GEORGIA
Faculty Development Committee
Meeting Minutes

DATE: 2/16/15 11:00 am Education Annex Room 120

MEMBERS ATTENDING: Barbara Kawulich, David Boldt, Lisa Connell, Dan Williams, Joe Hendricks, Mary Kassis, Louis Howe, Michael Keim

MEMBERS ABSENT: Myrna Gantner, Ajith DeSilva, Charlie Sicignano, Joan Carlisle

Agenda	Discussion	Action
I. Roll of FDC members		By Chair
II. Old Business		
a. Approval of Minutes from 1.28.15	Minutes reviewed	Minutes approved
b. Promotion and Tenure Clock	P & T Letter submitted to deans and suggested revisions from Dean of Libraries Lorene Flanders presented and discussed.	P & T Letter reviewed and suggested revisions incorporated into document. To be submitted to Faculty Senate President for inclusion on agenda pending review of changes by Provost.
a. Associate Deans as part of P & T process	Agreed that the current process sufficiently addresses the inclusion of Associate Deans in issues of Promotion and Tenure at the Third Year Review and that inclusion in the dossier review for award of Promotion and Tenure may in some cases constitute a conflict.	No action to be taken.
c. Family Leave Act Time	Agreed that draft letter should include statement for inclusion in president's harassment statement or other appropriate venue. Statement should include section pertaining to rights of faculty and Family Leave Act. Should also include statement as to why this statement is necessary.	Chair will draft letter and submit it to FDC for review. Postponed until next meeting.
d. Student Evaluations (P&T)	Request for volunteers for Subcommittee on Evaluations concerned with procedures involving student evaluations and their role in P&T decisions.	Volunteers to contact Chair and issue to be discussed at future meetings.
c. Grievances	Reviewed Section 107.02 Faculty Grievances for edits, procedure changes, and updates.	Made revisions throughout section. Agreed to continue revisions in a working session to be held Monday, February, 23 at 11:00 am in Education Annex Room 120.
d. Other Business?	None	
III. New Business		
a. 8.3.4.3 Lecturers and Senior Lecturers	Entered as information item for discussion at later date. Invite Cher Hendricks, Director of the Center for Teaching and Learning, to next	No action to be taken at this time.

	regular meeting to discuss issues relevant to this Board of Regents policy.	
IV. Adjournment	Motion for adjournment	Meeting adjourned