

Minutes for Faculty Development Committee (FDC)
January 29, 2016 (10:00 am, Miller Hall 2212)

Members present: D. Boldt, L. Connell, C. Hendricks, M. Kassis, T. Ogletree, C. Sicignano, A. Umminger, and J. Whisenhunt

- 1) D. Boldt welcomed all present. The minutes of the November 17, 2105 meeting were approved.
- 2) D. Boldt mentioned that the Faculty Senate APP Committee is looking into developing a teaching evaluation instrument for online courses. The committee members present thought this was a very good idea.
- 3) Led by Lisa Connell, the committee worked on revising the section of the Faculty Handbook dealing with Tenure and Promotion policies. The first topic was the Pre-Tenure Review section. Issues discussed included the timeline as well as a template for pre-tenure review letters. Julia W. indicated that she was willing to work on language for what should be included in a pre-tenure review letter.
- 4) There was some concerns raised about past failures of getting external letters of recommendation to the chair. The committee members felt that any problem of getting such letters included in a dossier might be solved if we end up moving to an online dossier submission process. These letters could be uploaded into the dossier.
- 5) The members present discussed the inclusion of a statement regarding the transition to an online submission of T&P materials. The committee agreed that all T&P, pre-tenure review and post-tenure reviews should be submitted online beginning in Fall 2018. It would be up to the provost to determine the platform by which these dossiers would be submitted.
- 6) The committee briefly discussed the "right of veto" of potential T&P committee members. It was noted that the Faculty Handbook already includes a reference regarding "conflicts of interest." (See 103.025). No additional changes were recommended.
- 7) There was a need to rewrite the handbook to reflect the language of the BOR regarding time limits for promotion and tenure. David B. and Mary K. agreed to rework this section of the UWG Faculty Handbook to bring it more in line with BOR policy.
- 8) It was noted that the current faculty handbook fails to address the scholarship of teaching and learning as it relates to tenure and promotion. Cher H. agree to work on these edits.
- 9) Lisa indicated that she (along with Allison) will work on minor edits of the T&P sections of the Faculty handbook.
- 10) Revisions of this section of the handbook will once again be the main topic of discussion at the next meeting of the FDC. One specific topic to address is the CV template.

Meeting adjourned at 11:20 am.