

Minutes for Faculty Development Committee (FDC)
September 3, 2015 (1:30 pm, Miller Hall 2212)

Members present: D. Boldt, L. Connell, C. Hendricks, L. Howe, M. Kassis, M. Mitra, C. Sicignano, A. Umminger; Guests present: M. Crafton, E. Kramer

D. Boldt welcomed all present. M. Crafton and E. Kramer were invited to this initial meeting of the FDC to help the committee set the agenda for the academic year. D. Boldt mentioned the following as potential topics for the FDC to address this year:

- 1) Revise Section 400 of the Faculty Handbook (D. Overfield has raised concerns about this section of the handbook)
- 2) Revise Course Evaluation Section of the Faculty Handbook
- 3) Looking into the process for appeals for instructors (Lecturers) with at least six years experience
- 4) Revise the UWG grievance policy
- 5) Look into ways to give faculty a greater voice in the grade appeals process
- 6) Define the role of Assistant and Associate Deans in the tenure and promotion (T&P) process

Dr. Crafton added a 7th item for the committee to consider:

- 7) Update the wording in the T&P process to reflect changes in USG Board Policy concerning the opportunity to receive credit for promotion. Some other clarifications/editing in the T&P may also be needed.

A number of topics were discussed including the scholarship of teaching, the possibility of electronic submission of T&P dossiers in the future, appeal process for instructors/lecturers who have served at least six years, and the timing of the tenure/promotion application process. Upon conclusion of the discussion, it was decided that the committee would focus in the near term on making possible revisions in three sections of the handbook: teaching evaluations, faculty grievances, and tenure and promotion policies. Subcommittees were formed to look into the sections of the faculty handbook pertaining to these three areas. Mary Kassis and Cher Hendricks agreed to look at the sections of handbook related to teaching/teaching evaluations; David Boldt, Charles Sicignano and Louis Howe agreed to look into updating and revising the grievance policy, and Alison Umminger, Mautusi Mitra and Lisa Connell agreed to look into possible revisions/updates of the tenure and promotion policies. Each group was asked to make a brief progress report at the next FDC meeting.

Meeting adjourned at 2:40 pm.