

**UNIVERSITY OF WEST GEORGIA  
Faculty Development Committee  
Meeting Minutes**

**DATE:** 10/28/14 **MEMBERS ATTENDING:** Ajith DeSilva, Lisa Connell, Dan Williams, Mary Kassis, Barbara Kawulich, Charlie Sicignano, Joe Hendricks, Joan Carlisle, Louis Howe, Michael Keim (chair)

**Not in Attendance:** Myrna Gantner, David Boldt,

**Also in Attendance:** Provost Micheal Crafton

<b>Agenda</b>	<b>Discussion</b>	<b>Action</b>
I. Roll of FDC members		By Chair
II. Old Business		
a. Approval of Minutes from 9.30.14	Minutes reviewed	Minutes approved
b. Faculty Handbook Section 103.02 Procedures		Faculty Senate approved suggested change
c. Promotion and Tenure Clock i. 103.0301 Time Limitations – Promotion (p16) ii. 103.0402 Time Limitations - Tenure (p21)	Tenure process seems clearly delineated in Faculty Handbook. However, there still remains some difference in interpretation between colleges/deans as to promotion clock. Provost Micheal Crafton attended meeting for clarification of his position. The candidate may go up for P & T at the beginning of his/her 5 <sup>th</sup> year but does not have to do so until the start of the 6 <sup>th</sup> year.	Dr. Crafton suggested letter of clarification from FDC to be sent to him for discussion with Deans
d. Student Evaluations (P&T)	Concerns over consistency of questioning on evaluations between online and face-to-face course delivery. Also, some concern about low response rates and how that may affect overall scores of student evaluations as it impacts P&T voiced.	To be discussed at future meetings
e. Grievances	Reviewed Faculty Handbook for guidance as to subcommittee should be constituted. Louis Howe volunteered to serve or chair Grievance Subcommittee if needed.	Gain clarification from President Elizabeth Kramer and continue discussion at future meetings.
f. Family Leave Act Time	Agreed that the responsibility still remains with departmental leaders	
g. Other Business	None	
III. New Business	None	
IV. Meeting Adjourned	Motion for adjournment	Meeting adjourned.