

UNIVERSITY OF WEST GEORGIA
Faculty Development Committee
Meeting Minutes

DATE: 12/2/14 **MEMBERS ATTENDING:** Ajith DeSilva, David Boldt, Lisa Connell, Dan Williams, Mary Kassis, Charlie Sicignano, Joe Hendricks, Joan Carlisle, Louis Howe, Michael Keim (chair)
MEMBERS ABSENT: Myrna Gant, Barbara Kawulich

Agenda	Discussion	Action
I. Roll of FDC members		By Chair
II. Old Business		
a. Approval of Minutes from 10.28.14	Minutes reviewed	Minutes approved
b. 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. Chair presented table (See Normal P & T Clock Across Units) demonstrating differences across the university.	Agreed P & T Letter be developed and submitted to the Provost for review and approval regarding assistant to associate professor decisions only.
c. Grievances	Reviewed Faculty Handbook for guidance as to subcommittee should be constituted.	Agreed to revise Section 107.02 of the Faculty Handbook
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. Family Leave Act Time	Agreed that the responsibility still remains with departmental leaders for compliance with law	Agreed Family Leave Act letter be developed and submitted to the Provost for review and approval, to be included in the President's annual harassment statement.
f. Other Business	None	
III. New Business	None	
IV. Meeting Adjourned	Motion for adjournment	Meeting adjourned.