

Faculty Personnel Policies Committee

Meeting Minutes

October 13, 2010

Present: Teresa Beck, Sheila Blackman, Jan Brashler, Kurt Ellenberger (chair), Paul Jorgenson, Linda Masselink, Marie McKendall, Figen Mekik, Sandy Miller, Diane Kimoto, and Janet Vigna.

Guest: Christine Renner, Director, Pew FTLC
Meeting Called to Order: 3:03 PM

Approval of Agenda:

The committee voted to approve the agenda: Mekik moved, Brashler seconded, agenda approved.

Approval of Minutes:

i) The committee voted to approve the minutes of September 29, 2010: Brashler moved, Blackman seconded, minutes approved.

Items for Information:

Chair (Ellenberger) reported the discussion and actions of the ECS and UAS (Oct. 1 and Oct. 8) about Effective Teaching language in the Faculty Handbook. The committee discussed the history of the development of the new proposed language and whether more time should be invested into further discussion of this matter. The overall consensus was to not make any further amendments to the proposed language but to offer the UAS (upon request from the Chair) a timeline of the action items and discussions of how the new language was developed. Ellenberger took on the responsibility of drawing the timeline.

Agenda Items

1. Full Professor Promotion Reviews

The committee discussed at length Handbook language revision for recommendation to move all reviews for promotion to Full Professor to the Fall. As a result of this discussion, Brashler moved, Mekik seconded the motion to accept the following proposed Handbook revision regarding the schedule for Full Professor Promotion Reviews (revisions in blue/italics):

4.2.10.4. Schedule for Personnel Actions.

A. Initiation of Reviews. The following are dates by which the review process must begin.

1. For All Reviews except Promotion to Full Professor

Materials shall be submitted by the candidate to the unit by the first day of class in the Winter Semester for an initial 3 year contract, subsequent renewals, tenure, or promotion.

For the renewal of an initial 1 year contract, the Dean shall determine the date of submission and notify the candidate.

In the event of a mid-year appointment, the regular faculty member to be reviewed shall be placed on the next evaluation schedule as though his or her appointment had begun at the next fall semester.

Any exceptions to these dates must be approved in advance by the Dean.

2. Promotion to Full Professor

All reviews for promotion to Full Professor shall take place in the fall semester. Materials shall be submitted by the candidate to the unit by the first day of class in the fall semester. The candidate shall notify the Dean of his/her intent to apply for promotion to Full Professor in writing by March 30.

The motion passed unanimously (9 yes, 0 no)

2. Reduction in Number of Personnel Reviews

The committee began a lengthy discussion on the reduction in number of personnel reviews. While most committee members voiced that such a reduction would have to happen in concert with a faculty mentoring program, the nature and timing of the mentoring program as well as the weight placed on FARs in personnel evaluation procedures compared to their use in salary adjustment decisions produced diverse opinions. Also, the role of the faculty member as a mentor, coach or evaluator was discussed.

Christine Rener provided information on current FTLC offerings and New Faculty Orientation activities, and offered to assist in providing information on research and national standards and best practices. As a result of the discussion some ideas came to the forefront but no formal decisions were made:

A practice review process in lieu of the first personnel review (1st contract renewal)

Mentor should not be involved in offering an evaluative vote on personnel actions of the faculty member they are mentoring.

Group mentoring of faculty may be more effective than one-on-one mentoring.

A specific time should be allocated in the faculty's work load to attend this mentoring program and no courses for these faculty should be scheduled at that time.

First-year faculty mentoring should be university-wide, involve all faculty and be mandatory. It should also be a full year mentoring program.

Remove the option in the Faculty handbook where the unit head may act as the sole evaluator of FARs. Salary adjustments should be made by a group of peers and should use FARs as its evidentiary basis.

Meeting adjourned at 5:01pm.

Respectfully submitted by Figen Mekik