**Faculty Personnel Policy Committee**

 **Minutes**

October 30, 2019

2012 JHZ

3:00-5:00 PM

Present: Marie McKendall (Chair), Ed Aboufadel (ex-officio), Kurt Ellenberger, LeShell Palmer Jones, Sean Lancaster, Douglas Montagna, Jagadeesh Nandigam, Tonya Parker, Kim Ranger (minutes), Nancy Schoofs, Steven Schlicker, Pei-Lan Tsou

Absent: Priscilla Kimboko for Greg Cline

1. Agenda approved by consensus
2. Minutes of 10-16-19 — approved by consensus
3. Chair’s Report
* UAS accepted our teaching effectiveness definition with the 3rd skills option and accepted our documentation of teaching excellence.
* FTLCAC has declined to take up the charge of developing an instrument for peer review observation of in-class teaching; Marie will talk with Felix (ECS) about reassigning the charge to FPPC.
1. Reassigned time for university-wide or UAS committee chairs: subsection of SG 3.03
	* Criteria to be used for reassigned time: frequency of meetings, preparation time spent by chair, types of responsibilities, tasks
	* Application/letter by individual chair making their case, submitted to the Provost, who makes the decision within 1 month
	* Once assigned, not permanent: depends on the continued quality of work
	* Model does not work for library faculty; how to write a corresponding recommendation?
2. Peer review instruments for course portfolios and in-class observations:
	* Marie presented 5 models. Decided to send 2 forward as examples: One-point rubric and rating scale (1st and last models). Marie will re-write these with effective teaching definitions. (Team of 3 faculty reviews course portfolio and each person visits the course on separate days/class sessions. Team meets afterward.)

Meeting Adjourned 4:30 pm