

Faculty Development Committee

Meeting of December 4, 2002

Present: Jo Beld, Elizabeth Hutchins, Heather Klopchin, Karen Sawyer Marsalek, Arnie Ostebee, Kathy Shea

Approval of Minutes

Minutes of November 13 and 20 revised and approved

Released-Time Grants

The committee was dismayed to hear about the discrepancy of time between the Dean's office signing the Grant letters, and the receipt of those letters by awardees. Though the Dean signed the letters the Thursday before Thanksgiving, awardees received them on the Monday after Thanksgiving. In the future, the committee will request that the letters be hand-delivered, to avoid any delays.

Mellby Lecture

Kathy sent a tape to the person in Colorado who had requested one, and has given one to Charles as well. Another individual has requested a copy of the tape but hasn't paid yet. The videotapes go to the archives, so they will be accessible to students and others who wish to see them in the future. The committee agreed that it would be good to mention that at the next Mellby Lecture, as many may not be aware that they can access previous Mellby Lectures. A hard copy of the introductions to the lecture should also be archived with the videotape. Karen Sawyer Marsalek will provide a copy of her introduction, and we should request one from Rick Fairbanks as well.

Next Semester Meetings

Everyone should email his or her schedules to Kathy so that we can arrange a meeting time for next semester. Tuesday afternoons from 3:00 to 4:00 seems like a good possibility. Committee members will check their schedules to be sure.

Revisions to the Faculty Manual

As we consider larger membership of the committee, it was suggested that the grant review responsibilities might be delegated to a subcommittee with a special charge, on the analogy of the RPC. The rationale for this change is that the subcommittee be composed of the members elected by the faculty for the purpose of reviewing faculty grants. Chair's roles in this new committee also need to be clarified. FDC members might try to attend Associate Dean's meetings with the chairs of their respective faculties, so that the committee can be more aware of departmental priorities for faculty development.

FDC would also be interested in taking on a review of sabbatical proposals; this review would be conducted by a subcommittee of tenured members. We don't want to make it the responsibility of the full committee, because it is important that this committee contain untenured members as well. We will need to have a conversation with Bryn Geffert about assuming this responsibility (and lightening RPC's load).

It was suggested that a fifth item be added to the Faculty Manual passage, indicating that the FDC will be responsible for making recommendations on sabbatical proposals and programs (including the reports and dissemination.) The item will further specify that the members of this sabbatical review subcommittee will be tenured, post-sabbatical, and not necessarily full-time members of FDC (analogous to the special studies subcommittee to CEPC).

The committee further considered extending membership to both the heads of the GFR and CILA.

Next Meeting

Further discussion about revisions to the Manual and our activities for next semester will continue at the next meeting, which will take place over breakfast on Thursday, December 12, at 8:00.

Respectfully submitted,
Karen Sawyer Marsalek