

To: The St. Olaf Faculty
From: The Review and Planning Committee
Re: Revision to the Faculty Manual Regarding the Faculty Development Committee
Date: February 24, 2003

At the March faculty meeting the Review and Planning Committee will move on behalf of the Faculty Development Committee that the Faculty Manual be revised to read as follows:

3.VII.B.7 Faculty Development Committee

- a. The purpose of the Faculty Development Committee is to foster a vibrant culture of ongoing professional development for College faculty, and to promote effective stewardship of College resources in support of that culture. The Committee will advise the Provost and Dean of the College on current and prospective faculty development priorities, policies, programs, and proposals for internal funding. Specific responsibilities include:
 - 1) Consulting with the faculty at large;
 - 2) Collaborating with the Center for Innovation in the Liberal Arts (CILA), the Office of Government and Foundation Relations (GFR), and other relevant College committees, Centers, faculty members, and administrators to promote widespread and effective faculty development at the College;
 - 3) Developing and disseminating application guidelines, criteria, and appropriate forms for selected internal faculty development programs;
 - 4) Evaluating and making recommendations on individual and group project proposals for selected internal faculty development programs.
- b. Personnel:
 - 1) Five faculty representatives with voting franchise, one elected by each Faculty. The term of office shall be three years. The terms shall be staggered.
 - 2) The Assistant Provost (non-voting).
 - 3) The Director of Government-Foundation Relations (non-voting).
 - 4) The Director of the Center for Innovation in the Liberal Arts (non-voting).
- c. Grant Review Subcommittee:

A standing subcommittee consisting of the elected Faculty representatives and the Assistant Provost (non-voting) shall be responsible for evaluating and making recommendations on applications for selected internal faculty development grants.

Rationale:

The proposed revision has four objectives: 1) to strengthen the College's faculty development program by articulating a clearer vision and role for the Faculty Development Committee; 2) to revise Faculty Manual language to reflect recent reorganization of College governance and other offices; 3) to clarify the membership of the FDC; 4) to recommend extending the term of service for faculty elected to the FDC to three years.

The newly-established Assistant Provost position, with its attendant responsibilities of faculty development, provides a logical representative of the Dean's Office on the FDC. Further, the FDC believes that the purpose of the Committee as articulated in paragraph a. is more likely to be accomplished if the Directors of the Center for Innovation in the Liberal Arts (CILA) and Government-Foundation Relations (GFR) are also included as members of the committee. CILA encourages innovative faculty development in both teaching and research. GFR works with faculty to develop proposals to funding agencies outside the college. The FDC recommends that the additions to the committee be non-voting members in order to support the present practice of peer review of proposals by elected faculty representatives to the committee. The non-voting status also preserves the advisory function of the FDC as a faculty committee in its relationship to the Assistant Provost and Dean.

The rationale for the Grant Review Subcommittee is that it would continue the present practice of peer review by elected faculty representatives to the committee.

The FDC recommends that the term of service for each elected faculty member be extended to three years in order to provide greater stability. Our recent experience suggests that individuals' need for grounding in the campus context for faculty development as well as the Committee's need for institutional memory will be better served by staggering longer terms.