

Members in Attendance

Daisy Gibson
Daniel Casmier
Doug Zander
Jana Parson
Leonard Bates
Roger Peffer

Faculty, Staff and Guests in Attendance

Dena Wagner-Fossen
Joel Simms
Kris Sher
Russ Motschenbacher
Carli Cockrell
Mike Walker
Charla Merja
Mandy Wright
Brenda Canine

Note: *The Chair of the Curriculum Committee does not vote unless it will affect the result.*

I. Call to Order

Leonard Bates calls the meeting to order.

II. Approval of Minutes

Minutes approved.

III. Information Items

FS-I-2019-125-01- Tenure and Promotion committee created a handbook – Mandy Wright.

The committee created a handbook, which has never had one, they have been working on creating a draft and some of it is just a restatement from CBA or directly copied and pasted from it. The goal is to have all of the information in one location to make the process easier. It has gone through committee twice and unless Faculty Senate has additional suggestions it will go through. There will be 3 different examples added to show what professional development looks like, there are no examples of the portfolio currently.

It was suggested that examples of the portfolio would be helpful so that they have a visual to see what the final product is supposed to look like, since the checklist can be interpreted any different way.

The question was asked if the committee has consulted any union members about the handbook and decisions, which was answered because there are two union members on the committee and stays on union track with HR attending the meeting. The process and procedure has been directly copied. Another question was posed was that there was nothing in the handbook that directly pertained to writing or publishing in one's field. Mandy thought that the information should be there, but will look into it and bring it up in the meeting. The only issue

in publication is how do we assign hours to a publication. A member brought up the verbiage in the handbook about serving on a board of a professional board regarding to ones teaching but what about serving on an advisory board. Mandy clarified that the list is just examples and not an all-encompassing list and she advised that those questions should be individualized and directed to the director of their department to have a final ruling if a board qualifies for professional development. It was suggested that Mandy take to the committee a revision of wording pertaining to the service of professional board to make it more general to cover more gray areas.

Mandy will take back to the tenure committee about the verbiage for the serving on a professional board.

FS-I-2019-125-02 – (Moved from Action by the committee) request representative from FS to serve on an advisory board and receive recommendations for professional development committee. – Carli Cockrell

It was decided initially that this item does not need to be an action item and was moved to an informational piece.

Carli is looking for a formal advisory board of faculty members to bring for any ideas and suggestions about professional development, issues that may arising with current offerings related to teaching and learning excellence in relation to teaching career. This has come to light when looking at the survey about what you would like to see in the future offered from the professional development center. Attempting to bring commonality to the college for the faculty. There is currently a catalog of 35 offerings for the center but currently the attendance rate is very poor and often cancelled. A variety of options have been tried to boost interest, including scheduling, online versus face to face, but it is still slow. In attempts to reach a large variety of faculty categories (adjunct, tenured, faculty) and she would like some help in finding a new direction and any suggestions on how to improve the center.

It was suggested to have the center work similarly to the advising center and to have pathways for faculty. Have a better course path of what a tenured versus non tenured could go and then options from there. Find the faculty members career aim and interests and go from there.

How frequently would the committee meet and what kind of demands would be asked of the volunteer? The committee would meet once a block so 4 times a year taking the summer off for scheduling reasons. There would be a set agenda and time for questions and answers to go over rate of attendance and current workshops with recommendations of continuations of workshops or cancelling but also playing a role in promotion to other faculty members in the divisions. Ideally there would be a representative from all 3 divisions who could report back to their division.

There is a revision to the onboarding for new adjuncts and faculty members, D2L basics is no longer required and instead they meet one on one with Carli to help them in their first semester and build the relationship.

Dan Casmier volunteered to be on the committee to represent the Faculty Senate.

It was then asked how long the committee would be running, should there be term limits for volunteers? Carli believes that it should be maintained as long as the center is active and working but understands the need to be rotated out but not set terms. It was then asked if the campus has a policy on recognizing standing committees on the institution level? It was unclear if there is a policy or process that covers standing committees. It was suggested that with the Faculty Senate endorsement it would go to the Executive team for them to move forward with the process and have ET make a process for committee. Without a process, it has an issue with being problematic with dispersing information campus wide.

No official action is needed with this item with Dan volunteering for the committee.

Carli asked for a suggestion of how to go about getting faculty from each department without having everyone coming to the meetings. It was suggested that she go directly to the Division Director and have them make recommendations based on their known workloads.

IV. Action Items

A. Discussion Items

B. Vote

V. Comment on Non-Agenda Items

Discuss of how policies are regularly reviewed, the Executive team, which they are looked at annually, but it is unsure of who is looking at it. Any one on campus is able to propose policy changes, so if in Faculty Senate they can make a proposal for change. Lorene goes through the policies systematically and discusses with Dr. Wolff.

This is the end of the 4-year term for Leonard, Brad, Dan, and Doug, there are not term limits. This is a reminder to consider if you would run again or if you would like to be done, make some recommendations for the position. Have decisions and vote on it by March.

VI. Adjourn

Meeting adjourns at 10:48 am