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## Faculty Development minutes 12/01/2014

Faculty Development Committee

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Faculty Development Committee  
December 1, 2014

Present: Mark Logan (chair), Jeremy Karger-Gatzow, and Adele Lawler

Absent: Tracy Otten, Alex Stangel, and Zach Johnson

Guests: Ted Pappenfus

There were no minutes to approve (Otten took minutes at the last meeting but due to an accident she was not able to attend today's meeting); she will try to make them available as soon as possible.

Logan stated he had not heard back from the UMM Membership Committee on a faculty replacement for Farah Gilanshah and he is still working with the USA group for a USA representative. Logan also emailed the two students on the FDC, Alex is still going to be an active member but was unable to attend today. Logan had not heard back from Zach Johnson if he will still be involved in the FDC committee.

Logan stated that Pappenfus was at today's meeting in an advisory role for the Time Release Program (Grants Development had served this role in the past). Minutes from November 5, 2013 were handed out for all to review the process from last years' Time Release Program. Last year the FDC had a subcommittee of three faculty to review the proposals; however since the FDC committee does not have three faculty members at this point, this will need to be revised. Logan gave Pappenfus copies of the Time Release Program application, the guidelines, and the frequently asked questions. Logan asked Lawler on the timeline to get the FDC recommendations to the Dean, she will check with the Dean's assistant and get back to Logan. The applications for the Time Release Program are due in the Dean's office by 4:00 p.m. on Friday, December 5, 2014. Lawler will also check to see how many applications have been received to date and when the Dean's assistant can get the applications to the FDC. Lawler will also check to see when and how the rankings should be sent to the Dean.

Pappenfus said the if the Time Release Program is going to be sustained there will need to be results of outcomes (i.e., book, chapter of book, etc.) in a timeline. The applications will need to explain the plan by the division for a time release. This will need to be spelled out in the application. Pappenfus also stated that Logan will need to explain to the subcommittee how the ranking should work. Logan asked Pappenfus if the Grants Development office want to be involved in the subcommittee meeting on selecting the Time Release Program applications. Pappenfus said no, but if there are any questions, to let the Grants Development office know and they can help if needed. Since Lawler is ex-officio for the Dean she will not need to attend the subcommittee meeting to review the applications.

The committee members present discussed the Fall Professional Development Day. Lawler had sent the committee members a draft of a Google document to send to faculty & P&A members to get information on the FPDD for 2015. Logan said the form that was sent last week needed to be revised and perhaps send a very basic form before the end of the fall semester and send a more

detailed form spring semester asking for more specific information. (Lawler will check to find out when faculty return to campus for fall 2015.) It was suggested for the first Google document to ask questions on format (i.e., shorter sessions versus longer sessions, smaller groups versus larger groups); content (specific questions to be discussed); and if any faculty member or P&A would be willing to lead or host a topic. Lawler will work on the Google document and send to the FDC to review.

Logan will schedule a meeting next Monday (December 8, 2014) for the same time. At this meeting the Time Release Program subcommittee meeting will be set.

Meeting adjourned at 12:15 a.m.

Submitted by Adele Lawler