

University of Minnesota Morris Digital Well

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Faculty and P&A Affairs Committee

Campus Governance

9-19-2023

FACPAAC minutes 09/19/2023

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Faculty and P&A Affairs Committee (FACPAAC)

September 19, 2023 Meeting 11:40-12:40:

5. Meeting modalities: Agenda items and minutes.

We are supposed to upload separate minutes documents to digital well. We will take minutes within the running agenda document and cut and paste to a separate document for upload. Benefit in having all the information in one place, so we like the running document.

6. Approval of the last meeting minutes.

7. Further discussion on (re)establishing a professional development committee:

- On September 1st, 2023, Athena and Michelle conveyed their thoughts and expressed their concerns to me via email regarding the (re)establishment of a regular committee to manage FPDD and other predictable activities, such as onboarding new faculty. Their insights are authenticated by a brief historical account of PDD's evolution at UMN Morris and the stated purpose of PDD on the UMN Morris website. I have uploaded their collective perspective and concerns to our shared drive, accessible through this [link](#). Consequently, I urge FACPAAC to give due consideration to their viewpoints and discuss them thoroughly prior to proposing the creation of a separate committee responsible for overseeing PDD or year-round professional development activities.
 - One committee member stated that the concern about people who are less committed being assigned to a committee is understood; an issue is that as things have actually played out, PDD has been organized as an ad hoc group connected to FACPAAC. It's an issue/problem to have someone from FACPAAC be the lead for PDD. Division of labor in planning is a concern. There is some agreement that we would benefit from re-examining the purpose of PDD, its schedule and structure, who should be involved, and cultivating deeper commitment from the VCAA/Dean's office. The volunteer organizers have been great but the level of work may be unsustainable.
 - One committee member wonders if there are alternatives to how we staff the PDD committee
 - Reminder of the FACPAAC charge put in chat: FACPAAC charge in Constitution: "The Faculty and P&A Affairs Committee develops, reviews and recommends policies and procedures that influence the professional and personal welfare of the faculty and the P&A staff. It recommends improvements in the design and implementation of personnel policies, including such matters as tenure and promotion, workload, salary and benefits, and hiring and retirement alternatives. It reviews and recommends improvements in the campus working environment, including the provision of development opportunities, so that the faculty and P&A staff are able to deliver high quality teaching, research, and service. It also monitors any legislation and other policies affecting faculty and P&A staff welfare and procedures."

- The charge mentions development and this is why in the past FACPAAC has led the formation of the volunteer group/committee for PDD. This is the place to talk about it as the committee including this topic in their charge. We should determine the form PDD should take (there's no other group). Survey, interview, focus groups, etc. could be used to gather feedback. Volunteer status of the group was discussed within the planning group—they agree that volunteers provide a certain level of commitment which is positive. One benefit to having a professional development committee is that members will have that as their main service (all the work wouldn't be volunteer). In its current form, taking place at the beginning of fall semester, PDD requires some work over the summer and this is a challenge. Solutions might include having a stipend available for doing the work. While FACPAAC has development in their charge it's not appropriate for us to just decide about PDD—our responsibility is to gather information and feedback from the campus about this. Assess and then offer ideas and solutions?
- One member states that there doesn't seem to be a rule or guideline that specified that PDD must be when it has been offered (beginning of fall semester).
- One member believes that PDD should not be on FACPAAC's plate and also wonders whether the purpose is still being served. It would be helpful to have a center for teaching and learning—they could help with PDD or retreats or whatever initiatives the campus wants. Need a more equitable process. This just got put on this committee when the Faculty Development Committee was dissolved.
- Reminder of the history: there used to be faculty retreats that happened right before fall semester. These were not fully planned in a committee. [At different times, retreats were planned by the Faculty Development Committee with the Center for Teaching and Learning and the Dean's office, each doing different proportions of the work.] Focusing so heavily on PDD takes attention away from other work of the committee (e.g., salary reports). There should be a survey regarding professional development preferences but few have time to do that. If there's not a separate group, FACPAAC will be putting in a lot of work on developing the survey and/or leading development initiatives.
- Note from chat: the timing of the PDD is a holdover from an event with what seems to have had a different purpose. If we could have some clarity about the purpose of PDD now, we could better think about where it belongs in the schedule, if it even needs to be a day.
- Idea—dean forms a small committee of 3-4 people that focuses on professional development for one academic year.
- Observation—given that the duty of FACPAAC is development we need to take this on (it's specified in the constitution). Consequently, we need to revisit the purpose of the event to help determine our way forward.
- Differences between retreats and a professional development day—retreats are not on campus, not amidst computers, are generative and creative, etc. We are being asked to innovate but we don't have the tools to do that. A strong request to restore a retreat in addition to a day might be helpful because these are different enterprises and we need both. Retreats felt a lot more social and had more opportunities for ideas to emerge less formally. A retreat would be helpful in visioning and building momentum.

- The current event's organizing group was trying hard to make it an event for faculty and staff both. Having a retreat could be problematic in terms of audience or who it serves. Reiterates need to get information from campus about when to have PDD and/or what events they would like to have. What group or groups are various events intended for? Right now the group is a volunteer group separate from FACPAAC so in fact we already have a separate committee for the event. What are the pros and cons of having this working group associated with FACPAAC vs being completely independent?
 - Could campus administration charge one person with planning the event(s)? Should FACPAAC nominate someone? Staff a small committee?
 - Personal and professional development activities for all faculty and all staff are important.
 - One member appreciates that the current PDD is led and developed by UMN Morris people. We have great people who have a lot to offer. They would volunteer to be part of the group who guides this event, does not see a need to "reinvent the wheel". What are other COPLAC schools doing or what are other liberal arts colleges in MN doing that we can/should emulate or try? Could this make our event better and/or improve our process? [Chair will find materials from peer institutions and put in shared drive folder]
 - Proposal: for this year, send a call for volunteers as has been done previously and let that group decide according to their experience how to proceed, whether to do a survey, etc. They could work on PDD or if they have a different idea/recommendation they could bring it to FACPAAC for review. Even if we choose to pursue developing a separate committee, this will not happen in time for the next event. Some folks who might participate: Satis, Chip. Solicit other volunteers.
- On September 18th, Elena sent an email to all FACPAAC members, sharing the following additional follow-up information and posing questions for further discussion:

Follow-up Information: The 2023 FPDD organizing group met and discussed the outcomes and the idea of creating a professional development committee. Attendance numbers were great and the attendees' feedback (both in the survey and informal) was very positive. The idea of a committee sounds good. There were some suggestions/ideas, marked in blue in the attached document available in this [link](#).

She emailed the chairs of the Consultative Committee about the process for creating a new committee but hasn't heard back yet. She will let us know when she hears back from them.

- **Follow-up question:** Given that the process for creating a new committee might take a while, what should FACPAAC do in terms of organizing 2024 FPDD and other similar opportunities?

For this year we will do a similar PDD process but continue to discuss big picture items and hopefully carry forward a proposal later

- Her email is accessible through this [link](#).

8. Let's proceed with the discussion from our previous meeting regarding agenda item #4.

This item was about recruitment and retention and if fac/staff have the resources needed to participate in these initiatives. The email writing campaign of last spring is seen as successful, with a yield of 30%. This year we will do this again but streamlined—discipline-level messages that go out automatically from the SLATE platform.

Information in shared drive related to peer institution activities: Albion College has virtual coffee hours, global discussions; DePauw University hosts Ubben Lecture Series featuring world leaders who visit the campus.

Need to find out what the key issues related to retention are: mental health? Activities and events? Financial? Etc.? Whatever information we have should be widely available to faculty and staff. We don't want to invest a lot of resources in something that isn't an issue. We need to know what the main barriers are. Perhaps a campus-wide discussion would be beneficial. [End of minutes]