**Faculty Personnel Policy Committee**

**Minutes**

February 26

 3001 Seidman Center

3:00-5:00 PM

Present: Marie McKendall (Chair), Tonya Parker, LeShell Palmer Jones, Sean Lancaster (recorder), Douglas Montagna, Jagadeesh Nandigam, Nancy Schoofs, Kim Ranger, Steve Schlicker, Pei-Lan Tsou (recorder), Kurt Ellenberger, Greg Cline, Ed Aboufadel (ex officio)

Absent: Maureen Walsh

1. Approval of agenda - approved by consensus

2. Approval of minutes of 1-12-20 - approved by consensus with minor corrections

3. Chair’s report (none)

4. Teaching Proposal

 Major change: Definition of effective Teaching, move point 1 to point 3 instead.

 Minor typo correction

5. Teaching Proposal: Agree on using the alternate language for proposal on pgs. 13-15

* Changes of course material to course dossier
* Minor typo correction
* Clarify language on the following points:

 A. Schedule (especially for those who brought in 1-2 years)

B. Team of peer reviewers

C. Assessment Instruments

E. Procedure

F. Results

* Summary of Teaching Effectiveness (pg. 15):
	+ Agree to add a chart
	+ All three points must be addressed in the unit recommendation report.
	+ The three points are listed by their importance: The Peer review and classroom observation should be point 1, the self-evaluation would be listed as point 2 and the LIFT would be point 3.

6. Review the comments from UAS and respond to the feedback (pg. 16-30):

* The consistent points are:

 1. Workload would burden senior faculty members:

* + - Possibilities: Remove 4-5 reviews in the unit and have it done via FTLC.
		- Pilot the teaching charge for a year and revise as necessary.

2. Workload would burden untenured faculty:

* Standardize digital measure among all colleges and utilize the new functions of digital measures to upload course materials.

 3. More difficult for smaller units:

* This is a real concern. We agree that 1st year formative review should be done by the mentor. We also would do a pilot and adjust as necessary.

* Response to individual feedback:

Many questions can be clarified by reading the document better. Some main points are: Feedback on having 3 faculty members for the review/ observation ( we will provide study citation). Rubrics are developed and provided for the units. Marie will contact Christine and respond to her questions.

* Response to feedback from Brooks:

Discussion on organization and civility wording in definition of effective teaching and potentially changing the wording to reflect classroom management.

Workload concerns are responded to earlier.

7. Plans going forward:

* Request the ECS/ UAS approval of the definition of teaching to be put into the handbook for the fall of 2020.
* Request approval in principle of the rest of the proposal.
* We will plan on running a year of pilot before we finalize the language for the handbook.