
MEETING MINUTES FEB. 28, 2020

RDMT 333 10-11:30 a.m.

Meeting called to order: 10:00 a.m.

In attendance: Sameer Bhattarai, Dave Boden, Eddie Burke, Wade Hampton, Warren Hejny, Scott Huber, Robert Kirchman, Logan Lorentzen, Casey Machen, Linda McGillicuddy, Haley Orthel-Clark, Kofi Poku, Melanie Purdy (Chair), Cecilia Vigil, Cheryl Woehr, Dolores Wonder

Absent: Wes Evans (Proxy: Scott Huber), Andy Hughes, Rori Wilkis (Proxy: Warren Hejny)

Guests: Amber Anaya, Diane Nicolet

Approve Minutes from January 24, 2020

Approval of January 24, 2020 Minutes: *Cheryl Woehr and Linda McGillicuddy motioned and seconded respectively. The minutes were approved unanimously.*

Tenure Track Guidelines – Revised based on input/discussion

Chair Purdy integrated comments received and asked the committee for any comments they may have received. It was noted many department faculty are on other committees where issues are being addressed.

Discussion in today's meeting circled around the commendable and excellent ratings. It was suggested to show all or some of the items to distinguish the difference between the ratings and to change the text to say "one or more" or "two or more" for the items needed to reach the desired rating. Melanie made edits to the document as the committee progressed through it.

Other points of discussion identified defining satisfactory in the service section as what is written in the code. Many faculty go above and beyond when striving for tenure. Melanie added more specific language based on the discussion and the code. The committee noted the time spent on some aspects of the tenure activities would be better spent working with students.

A motion was called to approve the changes to the Tenure Track Guidelines. Wade Hampton and Robert Kirchman motioned and seconded respectively. The motion passed unanimously.

The Faculty Senate Executive Board met right after today's Professional Standards meeting and suggested the following:

- ❖ Add "Instructional" to the title
- ❖ In the "Rating Guidelines for Teaching – satisfactory section, move one statement into a different section (right above where it was)
- ❖ Removing the word "measures"
- ❖ Remove the "Letters of Support" statement from text (the logic is that there is a better place in the final tenure application for this statement).

Chair Purdy conducted an email vote with the Professional Standards Committee to approve these changes. The committee approved them unanimously.

Dean input on feedback date being added to Tenure Guidelines Calendar

The need for a solid timeline for a dean to return the probationary report was discussed. Chair Purdy presented the proposed text changes and form changes.

The committee motioned to pass the changes to the text and form unanimously.

Annual Plan Form: Meeting with Thomas

The current Annual Plan form is chaotic. Chair Purdy and Amber Anaya met with Thomas Dobbert and Ricky Genz in IT to discuss the creation of a flowing process that would be similar to Turbo Tax. The form would ask a series of questions to get the submitter started and based on answers fill in the data needed. The wish list also includes data that could be saved from the prior year submission, and could continue to be built upon. Comments from the committee were mixed. Chair Purdy asked the committee to review the possible process and provide input to her.

New Business

Evaluation Guidelines from the Salary, Benefits, and Budget Committee and the Deans was presented and reviewed. Issues received from the committee were the usage of the word "collegial" and language should be written objectively instead of subjectively. Once the motions from the Salary, Benefit and Budget Committee are finalized, Chair Purdy will bring forward the recommended edits to the annual plan to the committee.

Student evaluations in the tenure binder will also be discussed at the next meeting of the Professional Standards Committee.

Old Business

None

Nominations for Professional Standards Chair

Chair Purdy mentioned her term is up and she is happy to continue being chair if there is no interest from anyone else.

Amber Anaya will email the committee and solicit email nominations until Friday, March 6, 2020 at close of business. Once nominees are confirmed, an email vote will be conducted via facsen@tmcc.edu.

Meeting Adjourned: 11:26 a.m.

Next Meeting: March 27, 20020 from 10-11:30 a.m. in RDMT 333