



Department of Family Development
Vice Chairs WisLine

October 22, 2009

Minutes

1. Call to Order – Zierl, Chair
All members were present (Zierl, Dickrell, Schaaf, Metzenbauer, Bruce, and Baker).
Also present from SRP – Ruth Schriefer.
2. Welcome/Introductions
3. Certification of Wisconsin Open Meetings Laws
This has been complied with and posted.
4. Review and Approval of minutes July 29, 2009 - Bruce, Secretary
Motion by Schaaf, second by Dickrell, to approve July 29, 2009 minutes.
Motion passed.
4. Additions to Agenda (discussion items only)
None.
6. Correspondence
None.
7. Web Page Updates
 - a. Mentor/Mentee Table
Bruce updated this and posted to the DFD website. Doll-Yogerst sent out e-mail indicating she would have the updated Probationary Faculty in Order of Tenure Due Date document posted to the website as well.
 - b. Mentor Handbook
Schaaf reported that the corrected version of the handbook is now on the website. Mentors and mentees need to be reminded that the handbook is available and where to find it.
8. District Updates
Updates were given for each district, including upcoming retirements (Weber), current vacancies, colleagues on medical leave (Rychter and Janke), overall financial status in counties, and colleagues proceeding to SRP or FTAC in the near future. There was also discussion on how to include associate department members when addressing scholarship. Tidemann and McIntee are submitting a department paper on mentoring. This may be something we would like to discuss further at another meeting.
9. Department Head Support of Family Living Work
There was discussion around recent concerns from mentors and mentees about whether Department Heads understand and support the work they do in Family Living. Discussed possible ways to help department heads become more aware of program area value.

(Baker left meeting.)

10. Professional Development Planning

a. Input from Standard's Rank and Promotion Committee – Schriefer

At meeting in July committee discussed many possible ways to emphasize role of mentors and mentees. Use December 7 Department WisLine to announce our plans. Need to emphasize the role of mentors. Schriefer reported that three DFD colleagues went to SRP and all were moved forward. Four more are currently preparing for SRP. Questions SRP members are being asked have more to do with formatting or layout specifics and not content. This indicates mentor teams are working. Discussion on who is responsible for editing – this is the mentee's responsibility. Who mentors and how they mentor varies greatly. Issues with how to uninvite or replace a mentor once chosen was discussed. Have a WisLine regarding the mentoring handbook, to include roles (mentor vs. liaison and others). Mentees need to be reminded that it is okay if portfolio does not pass SRP at first attempt. Other items discussed included creating a FAQ document; putting all 8-page documents of those who pass and obtain tenure on the website; and expectations vs. requirements in portfolios (such as cover pages for supporting documents).

b. Next Steps

WisLine on Mentoring/Mentoring Handbook will be scheduled for January 26, 2010 from 2:00 to 3:30. At the upcoming December 18th Vice-chair WisLine, committee members should come prepared with a list of key points to cover during the January 26th presentation.

11. Timeline for 2010 -- set meeting dates

March 11 morning, March 18 afternoon, or March 25 were given as possible next WisLine meeting dates. Zierl will check with Baker and then notify committee.

12. Any Other Business (for discussion only)

None.

13. Next meeting date

December 18, 2009 at 9:00 – 10:30 am.

14. Adjournment

Motion by Dickrell, second by Schaaf.

Motion passed. Meeting adjourned.