

**Department of Family Development
Committee of Professors Meeting Minutes
December 21, 2005
9:00 am**

1. Call to Order and Verification of Open Meeting Law Compliance

Chairperson Meehan-Strub called the meeting to order at 9:03am.

2. Roll Call

Meehan-Strub conducted roll call with the following members present: Faden Fulleylove-Krause, Chris Kniep, Pat Rychter, Mary Meehan-Strub, Marilyn Herman and Karen Dickrell.

3. Approval of March 10, 2005 Minutes

Fulleylove-Krause moved and Rychter seconded to approve the minutes. Motion carried.

4. Election of Officers

Rychter nominated Mary Meehan-Strub for Chair of the Department of Family Development Professor Committee. Herman seconded. Herman moved to close nominations and cast a unanimous ballot for Mary Meehan-Strub for Chair of the Department of Family Development Professor Committee. Kniep seconded. Motion Carried unanimously.

Faden Fulleylove-Krause volunteered to serve as secretary for the Professor Committee, and the committee accepted her offer.

5. Review and Update documents relating to the promotion to Professor

The 12/20/05 Draft Procedures were reviewed. A clarification was sought for the date when the increased stipends for promotion will occur. It was determined after July 1, 2006. That is pending available money. It is expected that promotions will likely increase next fall.

The vita and Portfolio formats are still both available. Discussion followed. Chris Kniep volunteered to do a straw poll of potential candidates to determine if both formats are still needed. These results of the poll will be brought forth to the dept in 2007 for possible bylaw changes.

The appendices E.1; E.2, E.3 and E.4 were reviewed: No changes were recommended.

Because the mentoring component is such an important part of promotion, its absence in the Appendices was noted. However, mentoring is mentioned in the procedures. There had been questions about academic affairs as a part of our promotion process. There may be confusion about this, the committee realizes the a's are lower case and broad terms, some may confuse academic affairs with Academic Staff or Academic Staff Council issues.

The question was raised "Do limited appointment employees with back up appt in our dept have the right to seek promotion to professor?" The committee reviewed the letter Donna as dept chair had sent to those with limited term appointments. After

discussion, the professor committee chair was asked to contact Ray Schultz, Secretary of the Faculty, and inquire if this is a dept decision or a faculty decision. It was felt our dept does not know what the roles/ responsibilities of the limited term appointments are, so it is difficult to determine if promotion is appropriate.

6. Other Business

Chris reported she is on the planning committee for the April Dept meeting. This is a good time to discuss the vita/portfolio issue. Another issue identified: training on preparing the reflective section of the portfolio. Marilyn Herman's reflective piece was identified as a model. It was suggested a model reflective piece from the tenure promotion along with Marilyn's would offer wonderful insights to improving the process and the results.

Adjourn

Knier moved and Rychter seconded to adjourn. The committee of professors adjourned at 2:16pm. Until Monday, February 20 at 10:30 a.m.

Respectfully submitted,



Faden Fulleylove-Krause, Secretary