

**Department of Family Development
Committee of Professors Meeting Minutes
Meeting conducted via teleconference
December 21, 2006
1:00 p.m.
Open Session Minutes**

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

Chairperson Meehan-Strub called the meeting to order at 1:02 p.m. The meeting was posted as required by Open Meeting Law Section 19.84 of the Wisconsin State Statutes.

2. Roll Call

Meehan-Strub conducted roll call. Members present included: Faden Fulleylove-Krause, Chris Kniep, Mary Meehan-Strub, Marilyn Herman, Karen Dickrell, and Mary Brintnall Peterson, Joan LeFebvre.

3. Closed Session:

At 1:07 p.m. Motion was made by Faden Fulleylove-Krause and seconded by Mary Brintnall-Peterson to convene in closed session pursuant to Wisconsin Statute 19.85(1)(c) for Review of portfolio for Nancy Brooks for rank of Professor in the Department of Family Development.

Roll call vote was taken:

Mary Brintnall Peterson- yes

Karen Dickrell – yes

Faden Fulleylove-Krause - yes

Marilyn Herman - yes

Chris Kniep - yes

Joan LeFebvre - yes

Mary Meehan-Strub – yes

Motion carried.

4. Open Session

At 2:45 p.m. Fulleylove Krause moved and Mary Brintnall Peterson seconded to reconvene into Open Session per Wisconsin Statutes 19.85 (2).

Roll Call vote was taken:

Mary Brintnall Peterson- yes

Karen Dickrell – yes

Faden Fulleylove-Krause - yes

Marilyn Herman - yes

Chris Kniep - yes

Joan LeFebvre - yes

Mary Meehan-Strub – yes

Motion carried.

The committee convened at 2:45 p.m. Chairperson Mary Meehan Strub announced the motion for promotion was as follows:

Nancy Brooks: failed

5. Review and Update Document Relating to the Promotion of Professors.

Appendix E.2 Portfolio Contents for Promotion to the Rank of Professor. Chris Kniep made a motion to strike the current language and use language in II.B. Of Articles of Faculty Governance. Herman seconds. Friendly amendment made to amend it to read 25 pieces. Discussion followed. Motion carried.

“The candidate may select materials that support and clarify the Summary of Professional Contributions and Scholarship. No more than 25 supportive exhibits are permitted. An exhibit is one item (newsletter, news release, teaching packet, etc.) Only relevant materials which help to explain or illustrate the narrative portion of the portfolio should be included. For all supportive materials the unique contribution of the candidate must be specified.”

E.3 Vita Contents Motion was made by Mary Brintnall Person, seconded by Joan LeFebvre that starting January 1, 2009 applications for rank change to professor must be in the portfolio format. Motion carried. (This will be forwarded to the Department and referred to the Document Review committee.)

Appendix E.4 Vita Contents for Promotion to the Rank of Professor. Mary Brintnall Peterson presented some verbiage for discussion. Mary Brintnall Peterson made a motion seconded by Chris Kniep to add the following verbiage as a number 8. Motion carried.

***8. Evidence of new insights/reflection:
The candidate highlights personal insights of scholarly trends within their program and how these trends have fostered their academic growth and development.***

It was also noted that there is a typographical error at the bottom of Appendix E.4. Should read professors (Not porfessors).

6. Other business/concerns:

Mary Meehan-Strub reported that the last professor orientation was held on April 10, 2001. It was suggested we offer another training in 2007. Suggested formats were Wisline, Web Cast or Blackboard. It was also suggested that it be interactive. Volunteers to set up the orientation are: Marilyn Herman (Chair), Chris Kniep, and Karen Dickrell. Assistance is welcomed from others. It was suggested that we offer the orientation in early summer 2007. All Professors will be encouraged to be a part of the orientation so that there is mentor support and understanding. All Associate Professors will be invited. We hope to announce the date, etc. at the all department meeting in April 2007.

Other Concerns: Faden shared her concern that we all are looking at long-term impact data.

We discussed if we should have a meeting of all Professors in the near future, it was suggested all be encouraged to be a part of the orientation session in summer 2007. It was questioned if Mentors can be a part of the review of documents, Mary Meehan-Strub will check on this.

Chris Kniep recommends that we not review Portfolio documents right before the holidays. All agreed that January is a better time frame.

Special note was made thanking Mary Meehan-Strub for her leadership through the process this year. Mary thanked all of the committee members for taking a serious role in the decisions that were made the past two days.

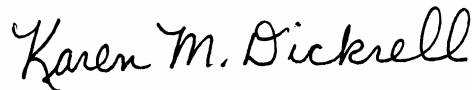
A special thank you was made to Faden Fulleylove-Krause for all she has contributed to the Department of Family Development. Faden retires January 3, 2007.

Our next meeting is tentatively set for August 15, 2007 from 9:00 a.m. – 11:00 a.m. via teleconference.

7. Adjourn

Mary Brintnall Peterson moved and Faden Fulleylove-Krause seconded to adjourn. The Committee of Professors adjourned at 4:10 p.m.

Respectfully Submitted,



Karen Dickrell
Secretary