

**UW-Extension Department of Family Development
Tenured Faculty Review Committee Meeting
Thursday, February 8, 2007 via WisLine**

Chair Winnett called the meeting to order at 9:06 a.m. and certified that the agenda had been posted in the Faculty Secretary's office, and therefore was in compliance with the WI Open Meeting Law.

Roll Call – T. Winnett, P. Rychter, M. Tidemann and K. Miller. B. Baker was excused.

Agenda was approved by motion and second from Tidemann/Rychter.

The October 17, 2006 meeting minutes were approved by motion and second from Rychter/Tidemann.

Tidemann was thanked for her willingness to serve on the Department of Family Development Documents Review Committee. She reported that their first meeting date via WisLine was set for February 26, 2007, 1:30-3:30 p.m. Winnett noted that there were two versions of the G1 Department Document on the website which could be a source of confusion. They are dated at the bottom, with the most recent version being December 5, 2005.

Winnett distributed the most recent list of tenured faculty to be reviewed in July 2007. There are presently 12 faculty listed to be reviewed, but others may be added as they have until May 1, 2007 to ask for a one year extension. Winnett will send one more reminder in early March to those colleagues who have not contacted her to date.

Department of Family Development Appendix G was reviewed in response to concern about the criteria in G2 and G3 not being consistent. Winnett pointed out that the questions on G2 were created to initiate dialogue that would disclose whether or not the appropriate criteria were met. After some discussion, it was decided that the committee should reflect on the ease of the review process, *right* after the process, while it was fresh in everyone's mind. It was suggested that it may also be helpful to solicit comments on the review process itself from the faculty who had just been reviewed.

The process of designating *meritorious recognition* was discussed. Winnett sat in for Doll-Yogerst at a meeting of all academic department heads and the Associate Dean where they talked about this issue. At that meeting it was noted that every department follows the same process, using the same criteria. Each department's review committee then makes its own decision regarding meritorious recognition based on the document presented. It is not common practice to have *all* faculty receive this recognition during any given review. Two slight departmental differences were that Youth Development required all plans and reports to be "present in the department file" in lieu of this special recognition, and Family Development was the only department to include a "needs strengthening" category in its ratings. It was also noted that if there is merit consideration in the pay plan in any given year, that meritorious awards must be

considered in the distribution of those monies. In years where merit is not available in the pay plan, monies for those awards have not necessarily been distributed in subsequent years.

In response to Winnett's summary of the academic department head meeting, TFR committee members:

- Stressed that consistency across academic departments is very important
- Will examine Family Development's standards for meritorious recognition to make sure they are in line with the institution's Divisional Goals
- Questioned whether all Family Development Department members should engage in this dialogue being as it had an impact on one's salary
- Will take time prior to the July 2007 faculty reviews to discuss meritorious recognition criteria so that committee members will all be in agreement with consistent standards
- Reaffirmed that we work in a "peer-reviewed" system

After lengthy dialogue, two firm decisions were made. (1) A motion was made and seconded (Rychter/Miller) to eliminate the "Needs Strengthening" rating category from the Department of Family Development Document, Appendix G3. It was noted that this change would not be in effect for the upcoming July 2007 reviews. (2) The July 7, 2007 Tenured Faculty Review Committee meeting agenda will include dialogue to establish common standards shared by committee members on what constitutes *meritorious recognition*.

The date for the May 2007 Tenured Faculty Review Committee was changed due to member schedule conflicts. The meeting previously set for May 24, 2007, will now be held on **May 22, 2007, 9:00-11:00 a.m.** via WisLine. At that meeting, we will identify a final list of the faculty to be reviewed in July, and go over details of how the review will be conducted.

The meeting was adjourned at 10:34 a.m. by a motion and second from Tidemann/Rychter, and with an added note of thanks to Winnett for her helpful background on various issues.

Respectfully Submitted,
Kathy Miller, Recorder