

Department of Family Development
Committee of Professors Meeting Minutes
Meeting conducted via teleconference

January 29, 2010

10:30 a.m.

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

Chairperson Mary Meehan-Strub called the meeting to order at 10:30. The meeting was posted as required by Open Meeting Law Section 19.84 of the Wisconsin State Statutes.

2. Roll Call: Members present included: Mary Gruenewald, Marilyn Herman, Chris Kniep, Joan LeFebvre, Marma McIntee, Mary Meehan-Strub and Karen Dickrell. Donna Doll-Yogerst taped and joined us later for discussion.
3. Approval of January 22nd meeting. Chris Kniep moved and Mary Gruenewald seconded. Motion approved and carried.
4. Review and Update of Department Documents relating to Professor Committee. Discussion was led by Chris Kniep and Marma McIntee.
 - a. Appendix IB to IC and Appendix IIB to IIC
 - b. Department of Family Development By-Laws
 - c. Appendix E.1 Guidelines for Submitting Nomination for Promotion to Professor
 - d. Appendix E.2 Portfolio Contents for Promotion to the Rank of Professor
 - e. Appendix E.3 Promotion Materials Review Sheet for Promotion to the Rank of Professor
 - f. Appendix G.1 Guidelines for submitting for Tenured Faculty Review
 - g. Appendix G.2 Content for Submission
 - h. Committee of Professor Procedures

Changes were identified and changes were shared from other Departments on how they review Professor rank changes. Discussed adding "Faculty Governance Unit" in the process. Also discussed changes and clarifications that may need to be considered.

Chris Kniep made a motion to accept the proposed changes in the By-Laws, E1, E2, E3 as edited by the group and remove I B and change to I C; remove II B and change to II C. Delete any references to "B" references. Seconded by Marma McIntee. Motion carried unanimous with a voice vote. Thank you to Chris and Marma for all of their work in the submission.

We discussed and reviewed G.1 and G. 2 Is it consistent with the elements of scholarship? It is not found in the document for tenure review. The definition of scholarship was questioned in terms of consistency with G.1, G.2 and G.3. UPG12-1 B Faculty Governance was reviewed to see references to the purpose.

Motion was made by Marma McIntee, seconded by Mary Gruenewald to have Marilyn Herman carry the synopsis of discussion regarding G.1 and G.2 with questions about the definition of scholarship to the Tenured Faculty Review Committee to consider making changes. Motion passed unanimous with a voice vote.

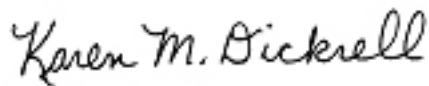
5. Process for Submitting Promotion Materials for Professor

We discussed what other departments are doing. Electronic submission will be a workshop at JCEP. Several departments are having documents submitted electronically. A variety of factors were discussed such as readability; ability to read all parts of the document and the expenses of printing the documents would go to the committee members if they choose to go that route.

6. Other business/concerns (discussion only)

Donna Doll-Yogerst complimented the committee on their professional the committee has taken in discussing the department documents and other issues. She clarified that she is an ex-officio member of the committee and generally tapes all of the sessions so she can stay in touch with what is happening.

7. Adjourn: Motion made to adjourn by Marilyn Herman, seconded by Chris Kniep. Motion carried. Meeting adjourned at 12:35.



Karen Dickrell

Secretary