

TPD Council Meeting

MINUTES

SEPT. 13, 2013

9:30-11:30 AM

MELBOURNE BLDG 2, RM 122

MEETING CALLED BY	Chris Petrie, Chair
TYPE OF MEETING	Fall 2013 Update Meeting
FACILITATOR	Chris Petrie
NOTE TAKER	Karen Simpson
ATTENDEES	Debbie Anderson, Carol Bourke, Mevlut Guvendik, Mark Marovich, Teresa Moore, Chris Petrie, Norma Rudmik, Karen Simpson

Sasan Kermani, Palm Bay TPD representative, is on extended leave as of this date. If it is concluded that his extended leave interferes with Council workings, it may be necessary to ask that a replacement member be named.

Agenda topics

CHAIR REPORT - TENURE PROCESS
RECAP

CHRIS PETRIE

DISCUSSION		
	Over the summer Chris Petrie was approached by the administration and the union for input on several TPD related issues. One of the issues that resurfaced was a faculty member's potential grievance about the tenure process.	
CONCLUSIONS		
	It was reiterated that neither a campus Tenure Committee nor the TPD Council is to make judgment calls on a faculty member's suitability for tenure that falls outside of the submitted tenure portfolio. Matters that deal with faculty input on peer suitability for tenure should be discussed with the individual and/or the Campus Provost prior to the individual's application for tenure. The campus Tenure Committee is to look only at the content of the submitted tenure portfolio and then recommend approval or denial of tenure based solely on the portfolio's content. The responsibility of the TPD Council is to review the campus Tenure Committee process and the tenure applications for procedural errors only.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

DISCUSSION		
<p>Dr. Petrie indicated that the updated TPD Handbook is now linked to from the TPD Council Homepage http://www.easternflorida.edu/faculty-staff/tenure-professional-development-council/documents/tpd-handbook.pdf The revised version includes many of the updates that the TPD Council had made over the past two years. The Handbook cannot include exact language from the union contract but can make reference to the applicable section in the union CBA by Article.</p>		
CONCLUSIONS		
<p>Debbie Anderson indicated that she had read though the revised Handbook and noted some needed edits which she will email to Chris. Other Council members were also encouraged to email needed Handbook edits, if they find them.</p>		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Email Chris Petrie any needed TPD Handbook edits	Debbie Anderson and all TPD Council Members	Next TPD Council Meeting

RANK STANDING COMMITTEE

CHRIS PETRIE/CAROL BOURKE

DISCUSSION		
<p>Carol Bourke, the TPD representative to the Rank Standing Committee, reported that the Rank Committee is ready to receive rank promotion applications from the TPD chair as soon as the October 15, 2013 deadline for applications has passed. Carol stated that Rank Committee members agreed to serve another term, since last year most applications for rank change were not submitted through the Rank Standing Committee. It was noted that Rank Committee members do not currently appear on the TPD Council webpages and need to be added.</p> <p>Carol asked if the TPD was also screening all rank applications, and if so, what the purpose of the Rank Standing Committee is if both that Committee and the TPD Council are screening all applications.</p> <p>Note that TPD Council and Rank Standing Committee members approached by faculty about rank applications should point applicants to the necessary forms and instructions (Appendix A of the TPD Council Handbook) but are NOT to review any applications before submission.</p>		

CONCLUSIONS		
Teresa Moore made a motion that only rank promotion applications which have been denied by the Rank Standing Committee will be reviewed by the TPD Council to make sure that proper procedure has been followed. Debbie Anderson seconded the motion. All TPD Council members in attendance approved.		

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Carol Bourke to submit the names of Rank Standing Committee members with campus represented and expiration of Committee term to Chris Petrie for addition to the TPD Council webpage	Carol Bourke	Next TPD Meeting
Chris Petrie will send another email indicating the deadline for rank change applications is October 15, 2013	Chris Petrie	ASAP

PROFESSIONAL DEVELOPMENT
STANDING COMMITTEE

CHRIS PETRIE

DISCUSSION		
Kris Hardy is the chair of the Professional Development Standing Committee. Minutes from their most recent meeting appear on the TPD Council website. Members of this standing committee are currently listed on the TPD website with discipline and campus affiliation. End of term date for members need to be added for the committee names.		

CONCLUSIONS		
Debbie Anderson volunteered to be the TPD Council representative to the Professional Development Standing Committee		

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Chris Petrie to get term expiration dates for members of the Professional Development Standing Committee from Kris Hardy so the dates can be added to the TPD Council webpage.	Chris Petrie/Debbie Anderson	Next TPD Meeting

SABBATICAL STANDING
COMMITTEE

CHRIS PETRIE

DISCUSSION		
Susan Styron, past chair of the Sabbatical Standing Committee, sent an email on August 27, 2013 to Karen Simpson (past TPD Council rep to Sabbatical) indicating that her term on Sabbatical has expired and she will be exiting the committee. Susan had Dr. Miedema's office send out an email on August 28, 2013 soliciting additional faculty volunteers for the Committee. Deadline for volunteers emailing Susan was September 5, 2013. No information on whether Susan received emails from volunteers for the Sabbatical Committee.		

CONCLUSIONS		
Teresa Moore volunteered to be the new TPD Council representative to the Sabbatical Standing Committee.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Chris Petrie will follow up with Susan Styron to see if she received emails from volunteers for Sabbatical for 2013/14.	Chris Petrie	Next TPD Council Meeting

ACADEMIC DISCIPLINE PEER
AWARD (ADPA)

CHRIS PETRIE

DISCUSSION		
<p>Both the union and the administration are interested in revamping the ADPA process. They had asked Chris Petrie whether the TPD Council might come up with recommendations on how to revise the process so it would be fairer to all faculty members. ADPA Awards in some disciplines are going unclaimed and faculty members in other disciplines are claiming that award committees and award criteria are not fair for all applicants. Chris indicated that the TPD might want to talk about ADPA and come up with some recommendations; however, if the Council was to be tasked with revising the entire ADPA process, the body of work involved might consume a lot of time like some of the work done by the AAC.</p> <p>Ideas discussed for changing ADPA included creating an open pool of monies for extra ADPA awards when all awards in a discipline have been claimed. Another suggestion was to have a common set of criteria for all ADPA discipline awards like those outlined in the rank grid.</p>		
CONCLUSIONS		
The Council may want to talk about ADPA and give specific recommendations on recommended changes to the process.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

CENTER FOR TEACHING
EXCELLENCE (CTE)

CHRIS PETRIE

DISCUSSION		
<p>EFSC created the Center for Teaching Excellence (CTE) with a dean (Barbara Kennedy) and a faculty volunteer board of directors this past year. TPD Council members who attended a meeting discussing the CTE were disturbed that previous work done on professional development by the Professional Development Standing Committee, such as surveying</p>		

faculty on professional development opportunities, was ignored by faculty in attendance. Council discussion ensued on how the CTE and the Professional Development Standing Committee can work together to achieve what appear to be similar goals. It was suggested that possibly the Professional Development Standing Committee would make recommendations that would flow through the CTE.

There was also discussion on whether all professional training opportunities organized by EFSC are clearly marked as eligible for credit for maintenance of continuing contract.

CONCLUSIONS

Debbie Anderson made a motion that the TPD liaison to the Professional Development Standing Committee also be a voting member of the CTE board. Carol Bourke seconded the motion. All TPD Council members in attendance approved.

It was also recommended that the Dean of the CTE may be invited to be a permanent non voting member of the Professional Development Standing Committee.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Debbie Anderson will approach Barbara Kennedy and discuss the above motion and recommendation for cooperation between the CTE and the Professional Rank Committee	Debbie Anderson	Next TPD Meeting
Chris Petrie will contact Marilyn Cook concerning the clear labeling of training for professional credit purposes	Chris Petrie	

TENURE CHANGES – 5 YEAR PLAN

CHRIS PETRIE

DISCUSSION

The union and the EFSC administration are mostly in agreement that the Florida law changing the tenure process to a 5 year plan doesn't essentially change the EFSC process except for the need to update the CBA and the TPD Handbook to indicate the change from a 3 year to a 5 year plan.

CONCLUSIONS

ACTION ITEMS

PERSON RESPONSIBLE

DEADLINE

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RANK CHANGE – NEXT MEETING

CHRIS PETRIE

DISCUSSION		
Next TPD Council meeting will be held after the Rank Standing Committee reviews Rank change requests. Proposed next meeting date is November 1, 2013 in Cocoa.		
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Chris Petrie will send email about next TPD meeting	Chris Petrie	