

TPDC General Meeting August 19, 2016

Location: Melbourne Campus, 7-114

Start Time: 9:32 AM

End Time: 11:50 AM

Attendance: Steven Long, Cordelia Simpson, Joe Wakim, Monica Hixson, Jill Simser, Patricia Rock, Patricia Rock, Carrie Wells, Bogumila Wojtowicz, Anne-Marie Waite, Luke Leonard, Stephen Gallagher, Bev Payne, Sharon Kline, Jeanette Thompson, Kelli Norris, Karyn Ott, Deborah Anderson, Constance Bobik, Chris Wilson, Anthony Haman, Harold Zacks, Maureen Groome, Kristie Rose, Mevlut Guvendik, Holly McKnight, Asiya Satdanova, Brad Marovich, Kerry Shaver, Marina Baratian, Marika Koch, Mansoor Khan, Kristin Schroeder, Carol Harvest, Andrew Forbes, Michelle Rezeau, Harry Holdorf

Note Taker: Karyn Ott, TPDC Secretary 2016-2017

Meeting Facilitators: Deborah Anderson, TPDC Chair Emeritus
Kelli Norris, TPDC Chair 2016-2017

I. Introduction: Kelli Norris

- introduction of committee members
- new chairs for subcommittees: Carrie Wells, Chair of PDSC and Asiya Satdanova, Chair of SLSC

II. CTE Update - Michelle Maseman

- Connections workshops
- procedure of approving workshops
- Flipped Classroom is coming up
- Call for workshop ideas, go to website and download the form.
- \$50,000.00 is set aside for faculty professional development

III. TPDC 2015-2016 Accomplishments - Deborah Anderson

- presentation of major accomplishments including PLAF
- all of 2015-16 \$50, 00.00 was dispersed
- MCC is not under TPDC, MCC is under one's Provost
- last year was the last full year that we had the Faculty Mentoring (FMSS) under the TPDC
- All TPDC Standing Committees' & Subcommittees' accomplishments were presented in the TPDC Accomplishments document
- TPDC Handbook revision has been worked on throughout 2015-2016, post new CBA 2015-2016

IV. TPDC 2016-2017 Goals - Kelli Norris

- Per the CBA the UFF and EFSC Administration sets the annual goals of the TPDC, including its Standing Committee/Subcommittees. All goals developed by the TPDC, and its committees/subcommittees must be approved by the UFF and the Administration.
- tenure applicants fall under correct Collective Bargaining Agreement
- most of the forms are on the TPDC website, electronic signatures
- PLAF will be moving to SLSC
- FMSS example portfolios are to be placed in each of the campus libraries. FMSS states that they are waiting on TPDC to complete edits on their documents before this task will be completed.
- TPDC requests that FMSS prioritize their list of goals presented to the TPDC
- RCSC, rank change portfolios are read by every member of the committee, and all are to sign the approval form. The Rank Change Application was changed in the CBA 2015-2018. Specific application requirements were removed from the application and the TPDC Handbook is referenced. These requirements remain the same and should be adhered to in all portfolios as stated in the TPDC Handbook (2013).
- SLCS, will be absorbing PLAF and will be considering a name change in the light of their expanded role.
- TPDC's first priority, beyond Rank Change, Tenure, and ADPA unclaimed rewards for 2016-2017; is to complete, vote on, and submit the 2016 revision of the TPDC Handbook to UFF and the EFSC Administration for final approval and posting.

V. PLAF Presentation - Deborah Anderson

- PLAF form is on the TPDC web page, CTE web page, and the Documents Center
- The funding schedule takes into consideration fiscal year in which the event takes place.
- The \$50,000.00 are contractually obligated in the CBA 2015-2018
- Process: TPDC>VP Academic Affairs>Provost Council>EFSC Executive Council. The CTE Coordinator notifies the faculty member of the outcome. Faculty are then advised to complete the EFSC travel and leave forms after the activity is approved by EFSC Administration.
- PLAF Cycle Deadlines:
 - Cycle 1 - 08/15/2015
 - Cycle 2 - 10/01/2016
 - Cycle 3 - 01/15/2017
 - Cycle 4 - 03/01/2017
- Can one get reimbursed for personal funding outlay, see Michelle Maseman
- PLAF is just avenue of funding, there are other funding sources (Perkins, Provost, etc.)
- PLAF presentation is on the TPDC webpage

VI. Standing Committee Updates

RCSC

- 20 portfolios
- mock portfolios have been a help
- many questions about procedure - such as documents on letterhead
- 1 portfolio was an issue as it did not reflect "above and beyond" required duties
- it was noted that the new application in the CBA is not as detailed

- deadline is - Oct.17 (Monday) as Oct. 15 falls on Saturday
- applicants are responsible for understanding allowable content and follow directions

PDSC

- Carrie Wells is now Chair

FMSS

- decided to make samples of AA, AS, PSAV tenure portfolios
- date required for proposal approval
- TPDC is under pressure by UFF to finish the revision of the TPDC Handbook
- FMSS asked TPDC to commit to a date they would complete review and approve FMSS proposal document. TPDC asked which document submitted is the proposal, since none of the three documents submitted to TPDC is titled "Proposal."
- FMSS voiced concerns about TPDC review of document. TPDC responded with concerns regarding the volume of FMSS documents submitted to TPDC for review and approval.

SLSC

- no updates
- Any ideas for SLSC's new name? PLFSC Professional Leave and Funding Standing Committee was suggested by Mansoor Khan
- 1 request for long-term leave coming

Post- General TPDC Meeting

- Standing Committee and TPDC Breakout Sessions