

## Faculty Development Committee

November 6, 2023

### Members in attendance

- Amy Cuomo
- Deon Kay
- Beth Sheppard
- Carrie Carmack
- Farooq Khan
- Lisa Hesser
- Michael de Nie
- James Schwab
- Mary Kassis
- Pam Murphy
- Brian Mosier (ORSP)
- Evelyn Bragg (ORSP)\*

**I. Note Taker** - Deon Kay

**II. Approval of Minutes** – Thank you, Carrie Carmack, for taking the minutes!

Approved

**III. Faculty Grant Application Process and Evaluation – Brian Mosier, Interim Executive Director, Office of Research and Sponsored Project will review with the Committee.**

ORSP has had a full turnover of staff over the years.

Evelyn Bragg back at UWG

ORSP is aiming to be a support mechanism for the UWG community.

Faculty Development Grant did not happen last year due to turnover..

The process should begin early-mid January

Typically about \$50,000 has been awarded for Faculty Development Grant.

Dr. Khan advocates for seed money that can result in much larger grants, but speaking in favor of the process, generally.

Question posed about whether or not the grants apply to all faculty, including non-tenured. The response was that all faculty qualify.

Many *Article Processing Charges* (APC) apply for article submissions - question asked if these funds could apply to these.

Response: Faculty could advocate for it, but oftentimes APC are in excess of grant awards so it might not be possible. The best version would be to use the FRG as Seed Grant for a larger grant that could cover this, but it is possible if faculty make the case that this is the only way to get this goal accomplished.

The goal of the FDC in relation to these grants is to assist in helping these grants turn into larger grants.

Per ORSP: “Just” to go to conference, or “just” to publish does not align with the the best version of this and faculty would need to convince readers as to the value it would provide the institution: specifically: how does this grant create visibility and are there ways to find “elevate the institution.”

Suggestion that the name *faculty research grant* is misleading if the new mandate is for funding to be used to raise funding and increase profile and avenues of income for the university, when “faculty development” is much broader than that. This is not made in favor of abandoning the original mission, but rather for transparency about the mission.

Discussion to revisit the categories since “seed grant” are 1 of 4 categories.

Request made to clarify prominently that non-tenured faculty are eligible to apply and to ensure that it is clarified what the purpose of the grant is when they apply?

\$5,000 in humanities could mean a publication VS \$5,000 in the sciences could not get far and accommodations need to be made for this.

“We need to think creatively about how this brings about visibility to the University”

Clarify guidelines to ensure faculty are considering how the money can be used to help faculty’s professional development, but also, at the same time, support and elevate and the relevance of the University.

Question posed about IP and if accepting this money imports IP ownership to the University.

Brian Mosier - "the short answer is I don't know," but it warrants clarification from our legal office.

How does FDC proceed in order to get Brian the information he needs?

Within 2 weeks, provide recommendations to ORSP with particular consideration of the rubric.

With a goal of Jan 1 release of approved document for faculty submission.

#### **IV. BOR Changes to PTR requirements are approved; Set a date and time to discuss where to place the changes to the UWG Faculty Handbook.**

Discussion about where to place the next language, written by Michael de Nie.

Suggestion to place it at the very end of the PTR section.

Consensus.

Will move forward with that.

#### **V. Faculty Emeritus and access to UWG services**

<https://www.westga.edu/its/retiree-email-faq.php>

Quoted Response from ITS:

1. *USG guidelines require we change each person's email address from username@westga.edu to username@emeriti.westga.edu. This change to the current list of Emeriti will occur on August 31, 2023. Your current email address will automatically change on the backend and you will not lose any data or be required to do anything to maintain your account. Details regarding this modification will be sent the week of the 31st.*

2. *OpenAthens, GIL-Find, and Galileo Access will remain in place and will continue to be offered to Emeriti; you can still access those systems through the OneLogin Multi-Factor Authentication portal as you have previously done; you'll just need to use the new email address provided (adding the "emeriti" portion).*

3. *To ensure proper cybersecurity, just as all employees at UWG, you will have to successfully complete the biannual cybersecurity training conducted in the Fall and Spring semesters in order to maintain your email and other access. This aligns with the training schedule that all USG institutions must follow for anyone using a USG technical resource/service. UWG will notify you*

*when the training window is open and ITS is available to assist if you have any questions about the process.*

*The short version is this: the only members of the retired community who should have ongoing access are those with Emeriti Status. If someone outside of that group is retired and still has access it's an error on our part.*

#####

Proposal made to try to handle the requests, in accordance with UWG policies, to hold onto the institutional knowledge and mentorship help by retirees.

Proposal made to table the issue until the next meeting in order to ensure we give this the priority it warrants.

Question posed to invite a Professor Emeritus to provide insight into the process from the retiree's side.

Is there a way to provide a modified email address?

#### **VI. Kyunghye Moon's request to clarify the Faculty Handbook regarding materials submitted for Post Tenure Review**

Suggestion that faculty undergoing PTR should follow submission guidelines more closely, and perhaps some clarifying language.

Second suggestion that it's an outlier and no immediate action is needed at this time.

Second issue is clarifying language:

104.0205.3

***Copies of the documentation prepared and submitted for consideration by the faculty member at the time of each of these annual reviews.*** <proposed amendment> These should include but are not limited to syllabi for courses taught in the period under review, publications appearing during the period under review, evidence for committee service, and other relevant materials.