

**UNIVERSITY OF WEST GEORGIA
Faculty Development Committee
Meeting Minutes**

DATE: 3/11/15 1:00 pm Education Annex Room 120

MEMBERS ATTENDING: Barbara Kawulich, David Boldt, Lisa Connell, Dan Williams, Joe Hendricks, Louis Howe, Michael Keim, Charlie Sicignano, Cher Hendricks, Myrna Gantner

MEMBERS ABSENT: Ajith DeSilva, Joan Carlisle, Mary Kassis

Agenda	Discussion	Action
I. Roll of FDC members		By Chair
II. Old Business		
a. Approval of Minutes from 2.16.15	Minutes reviewed	Minutes approved
b. Center for Teaching and Learning	Cher Hendricks provided overview of scholarship of teaching and learning. Discussed need for updating Faculty Handbook to reflect current Board of Regents (BOR) guidance in this area.	Awaiting clarification on BOR policies for review and possible revisions to Faculty Handbook.
c. Grievances	Reviewed Section 107.02 Faculty Grievances for edits, procedure changes, and updates.	Submitted section revisions for grievance process to Faculty Senate. Withdrawn for continued revision.
d. Promotion and Tenure Clock	P & T Letter to be submitted to Faculty Senate for approval as an action item.	Item submitted to Faculty Senate and approved with minor revision.
e. Student Evaluations (P&T)	Request for volunteers for Subcommittee on Evaluations concerned with procedures involving student evaluations and their role in P&T decisions.	Volunteers to contact Chair and issue to be discussed at future meetings.
f. Family Leave Act Time	Agreed that draft letter should include statement for inclusion in president's harassment statement or other appropriate venue. Statement should include section pertaining to rights of faculty and Family Leave Act. Should also include statement as to why this statement is necessary.	Chair will draft letter and submit it to FDC for review. Postponed until next meeting.
g. Other Old Business?	None	
III. New Business		
IV. Adjournment	Motion for adjournment	Meeting adjourned