

11-5-2013

## Minutes, Arts & Sciences Professional Standards Committee Meeting, Tuesday, November 5, 2013

Arts & Sciences Professional Standards Committee

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## **PSC meeting November 5, 2013 in CSS 217.**

### **Committee Members**

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### **In Attendance:**

Julian Chambliss, Anne Murdaugh, Julia Maskivker, Fiona Harper, Gay Biery-Hamilton, Emily Hendrix, Julian Chambliss, Eric Smaw, Alexander Boguslawski, Ted Gournelos, Kevin Griffin

## **Meeting Called To Order: 12:30pm**

### Agenda

#### Old Business

1. Discussion of the CIE survey.

A. Five Student Question

B. Five Faculty Question

- Discussion of the questions above (Julian handout).
- Gay pointed out some of the questions are leading and would we want to make sure these first (survey) questions are not leading?
- Ann suggested we should get some input to help phrase the questions to make them less leading.
- Fiona noted that the DegreeWorks program would not allow the holding of grades based on completion of the CIE by students.
- Student Questions Discussion:

Ted: asks what is the method of the questioning (small group, by class, by major, etc.) in order to help best assess what questions to ask

Gay: question 4, is that relevant to students?

Emily: a questions regarding length would be appropriate and do no use CIE abbreviation, as students will not know what that is.

Ted: if is important to know what students like and don't like about the CIE's are

these question themes (When do you take it? Where do you take it? Is it too long? Do you understand the questions?) best?

**STUDENT SURVEY QUESTIONS** (to be sent to James Zimmerman for refinement and use)

#1 – Are you able to separate your feelings about the course and your feelings about a professor? Is this separation appropriate, or do you think they should be intertwined?

#2 – When is the best time in the year to give these evaluations”

#3 – When and how would you prefer to take the CIE?

#4 – What do you like and what do you not like about the CIE?

#5 – Why do you complete the CIE and when you do not complete it, why not?

**FACULTY SURVEY QUESTIONS:** (to be used on Zoomerang ,Survey Monkey, etc.)

# 1: What questions on the current CIE do you find most helpful in your course(s) and personal development?

# 2: What questions on the current CIE do you find least helpful in your course(s) and personal development?

#3: Are you satisfied with the current CIE in terms of content of questions?  
Make a yes, no, neutral check box.

#4: Are you satisfied with the current CIE in terms of length of questions?  
Make a yes, no, neutral check box.

Question # 1 & 2 boxes limit to 5000 characters.

Fiona: suggests that the current CIE be attached to the survey so faculty can review the questions.

## 2. Timeline for Survey Monkey Event

- Ted will see if CPS would be willing to take time in their faculty meeting to complete the faculty questions.

## 3. Update on Request for PSC Review of Bylaws

- No further discussions will be required on the question.

## New Business

1. A discussion of the college's Parental Leave Policy (see attachment)
  - In general concern regarding leave and tenure mid-course review. If going up early due to some family or parental leave will that move the course release up a year?
  - Fiona: was involved in the creation of these by-laws. Purposefully left open so individuals can negotiate on an individual basis.
  - Eric: suggest leave it the way it is due to it being contingent on individual circumstances and thus needs to be negotiated individually.
  - Fiona: first paragraph on current by-law is purposefully open to allow for individual circumstances.
  - Ann: second paragraph lists specifics regarding the Bush Science Center renovations and it is placed immediately after the paragraph dealing with family leave and it leads to confusion in reading the by-laws. Ann noted that she did "figure it out" and all was worked out in her department and with the Dean.
  - Ted: suggests a second document crafted to specifically cover pregnancy, Ann reported that there is a smaller document already existing in HR.

Fiona, new business:

What is service?

At what point does service become compensated?

What is appropriate amount of compensation for the service (examine reimbursement across the college)?

When someone is being asked repeatedly for service that is not tenured, how do they say no or how do they request compensation for the service?

Julian: compensation is supposedly set across campus however certain service compensations can be made by the Dean at their discretion.

Fiona: concern of proper compensation regarding female colleagues whom do not negotiate well.

Alexander: suggests transparency be called for in all awards on campus.

Ted: how is this connected to compensation to service?

Alex agrees the connection is not clear but is calling for clarity in the awards

Eric: asks what is the up-shot of this investigation?

Julian: two questions that can be asked – what is service? What is appropriate compensation for service?

Fiona: suggests that there need to be basis for Jr. faculty in order to protect them.

Alex: agrees that there needs to be protection for Jr. faculty.

Eric: merit pay committee everything counts as service wither in the college or not. It is the same on the FSAR. Counted because when faculty name is connected to the service it reflects positively for the College.

Ted: can hurt you if you say 'no' to doing something else (Jr. Faculty).

Julian: once we define what service is, we can clearly define compensation for the service.

Fiona: has yet to have heard officially that 5 plus is going to go in effect.

Julian: provost has stated five plus and 128 will go in effect spring 2015. Question on mechanism on how to switch from 140 to 128. Only RCC and new gen ed. neighborhoods will count in the five plus.

**NEXT MEETING:**

Check the handbook & by-laws and see if you can find info that defines service - Alex Julia, Gay look into handbook. Kevin, Fiona, Eric look at by-laws (all of them).

Meeting Adjourned 1:47 PM