

Minutes from the Faculty Welfare and Development Committee Meeting
Tuesday, October 3, 2023. 10:30a – 11:30a
via Zoom

Those present: Dan Windels (chair), Natalie Asorey, Kun Xu, Ryan Hunt, Spiro Kiousis, Keisha Reynolds

Announcements/Updates:

- Keisha confirmed that Julia Seay can develop and share a list of common questions asked by faculty during the T&P process.
- Julia will lead a segment of T&P Workshop on this topic.

Discussion Items:

T&P Workshop

- **Date - Committee agreed to Thursday, Nov. 9th from 12:00 pm – 1:30 pm for the T&P Workshop**
- Workshop should consider addressing promotion at all levels.
 - Assistant to associate, associate to full, lecturer to senior lecturer.
- Structure - Workshop will focus on the 3 P's - packet, process, and policy (i.e., standards & criteria).
 - Packet – Identity faculty who have recently gone through T&P process.
 - Keisha will share list of faculty who have recently gone through T&P.
 - Recruit faculty from this list for a panel at T&P Workshop.
 - Faculty panel should include representatives from all four departments (ADV, JOU, MPMT, & PR).
 - Faculty panel should also include both tenure-track and lecturers.
 - Ask willingness of faculty participants to share packet.
 - Process – Julie Seay can lead a segment on the T&P Workshop that will address common questions asked by tenure-track and lecturers going through T&P.
 - Policy – Spiro will lead a segment of the workshop that address the standards and criteria for T&P.
- Department Input – Committee agreed to ask for input on T&P Workshop at their next department meeting. Solicit questions that department feels should be addressed at workshop.
- College Input – Committee discussed fielding a survey among faculty prior to the event to capture top questions that workshop should address.
- Post Event Survey – Committee discussed fielding a post-event survey to gauge effectiveness of workshop and potential areas for improvement.

CJC Legends Proposal

- Committee discussed feedback to Andy Selepak's proposal for a CJC award to honor faculty and staff who have retired or left the College, and who have made significant contributions to the College, students, or their field.
 - Name and purpose of award need to be more clearly defined so both internal and external audiences clearly understand the award.
 - Examine current CJC Hall of Fame criteria and process to see if this learning can inform how this new award is structured.
 - Examine the following: number of nominees per year, number of winners, current qualifying criteria.

Action Items:

T&P Workshop

- Keisha – Share list of faculty who have recently gone through T&P (completed)
- Keisha – Share T&P Workshop date with Julie Seay and confirm her availability. **DATE - Thursday, Nov. 9th from 12:00 pm – 1:30 pm**
- Natalie, Kun, Ryan, and Dan – Contact recent T&P faculty in your respective departments to gauge interest and availability in both T&P Workshop panel and in sharing packet.
- Natalie, Kun, Ryan, and Dan – Announce T&P Workshop at next faculty meeting. **DATE - Thursday, Nov. 9th from 12:00 pm – 1:30 pm.** Solicit feedback to workshop. Ask colleague for key questions that should be addressed during this workshop.
- Dan – Book room for event. Reach out to Jessica Osegueda for event planning assistance and recommendations.
- Dan – Reach out Julia Seay for T&P Workshop surveys (pre and post event).
- Spiro – Budget. Input on whether food and/or beverages can be provided for this event.
- Spiro – Confirm your availability for T&P Workshop to share information on policy. **DATE - Thursday, Nov. 9th from 12:00 pm – 1:30 pm**

CJC Legends

- Spiro & Keisha – Pull relevant Hall of Fame criteria and selection process to share with committee.

FDWC agreed to meet in two weeks.
Motion and second to end meeting.

The meeting ended at 11:00 am. Minutes submitted by Dan Windels