

1. Welcome
2. Questions
3. IT site
4. Types of input
5. Readings
6. Schedule
 - a. Summer
 - b. Fall
7. Items from the floor.

Minutes:

1. Members of the committee and visitors introduced themselves.
2. The specific charge of the committee was discussed. Edits and modifications to the questions are included below.

This Working Group of the SPC is responsible for addressing the challenges and opportunities for the ongoing support and development of the faculty at Fitchburg State. It seeks to be, both individually and collectively, the center of the effort to deliver on the promise of the institution's mission.

Specific questions to be addressed:

1. What approximate proportions of faculty attention and effort should be given to teaching, continuing scholarship, and service in order for Fitchburg State best to accomplish its mission?
 - a. Are there or should there be any differences in these expectations across programs?
 - b. What proportions of faculty attention and effort will result in the best outcomes for students?
 - c. How does assessment figure into evaluating the results?
2. How should each of these pursuits be evaluated for tenure or promotion review?
 - a. How should the term "continuing scholarship" be defined, particularly the notion of "contributions to the content of the discipline"? What is the expected quality and quantity of continuing scholarship? How do we control for differences among disciplines? How is "continuing" defined? The answer to these questions should be framed by the choices in Appendix A-1.
 - i. Contributions to the content of the discipline

- ii. Participation in or contribution to professional organizations and societies
 - iii. Research as demonstrated by published or unpublished work
 - iv. Artistic or other creative activities (where applicable)
 - v. Work toward the terminal degree or relevant post graduate study
 - vi. Other (Explain): ____
- b. How are teaching skills developed and how is teaching evaluated? Is the evaluation appropriate and sufficient?
 - c. What qualifies as service? What are reasonable expectations for level of service in the context of different ranks?
 - d. Are the expectations/resources of faculty at Fitchburg State similar to or different from other institutions in the state university system?
3. What do faculty members need in order to achieve these proportions of attention and how might these needs be fulfilled in the context of constrained resources? Should expectations in #2 be framed in light of constrained resources for some disciplines? How do the resources FSU provide its faculty to achieve these expectations compare to other state universities?

The following concerns were also articulated by visitors and members of the committee.

- 1. Tenure and promotion represent “moving targets” and it would be desirable to have the relationship between teaching and scholarship more clearly defined.
 - 2. The lack of understanding among disciplines affects how an individual is evaluated.
 - 3. The need for a general discussion of how to write a constructive evaluation that does not negatively affect an individual’s ability to gain tenure or promotion.
 - 4. How can the mentoring and communication process be improved?
 - 5. How can the year to year consistency be improved?
3. The committee decided upon a Blackboard site. Any campus member that would like to be able to follow the discussions will be able to request guest access through Meg Hoey.
4. The types of input, or data, that the committee will be requesting was considered. It was decided that the VPAA, chairs (past and present), members of the tenure and promotion committees (past and present), and Deans (if applicable) would be invited to fall meetings. The possibility of a campus survey was discussed. Members of the committee expressed the desire to have the survey be forward thinking.

5. Source material was discussed. The committee resolved to each work individually over the next two week to identify possible sources of reading materials.

6. Future meetings were planned. A meeting is tentatively scheduled for the last two weeks of July and possibly August. Two open meetings were scheduled for September on the 11th and 23rd at 3:30.

Meeting adjourned.