Faculty Welfare Committee

Meeting Minutes
April 24, 2013
10:00am, Jewish Studies Center 3rd floor conference room

1) Updates and follow up from last week

a. Policy on FAM changes – Todd McNerney and Margaret Hagood to complete a draft to be presented to Academic Affairs by May 15.

b. Dean evaluations
   i. Committee discussed the revised set of questions that were received from Bev Diamond. One additional change was recommended.
   ii. FWC also requests that data be shared back with the faculty, or at least with Faculty Senate and FWC, and that the introduction to the survey should inform respondents that a summary of the quantitative results will be shared in this way.
   iii. Next year’s committee will need to work to stabilize the content of the evaluation instrument and to formalize procedures for biennial evaluation of deans, including how results are used.

c. Chair evaluations – FWC continues to endorse annual, anonymous evaluations, including at least one free-response question. This issue will be part of next year’s agenda.

2) Old business

a. Departing faculty issues – Celeste Lacroix and Todd McNerney will work on this.

b. VAP leave issues – Allison Welch and Hector Qirko will work on this.

c. Grievance process
   i. Next year’s committee will need to schedule a meeting with Legal Counsel for the beginning of the Fall semester.
   ii. Next year’s committee should also work to ensure that the faculty ombudsperson is identifiable and reachable and is a faculty member.
   iii. Related to the grievance process, the committee discussed whether all faculty committees might be more effective with two-year terms, with faculty serving up to four consecutive years.
   iv. An additional problem with the grievance process is that the FAM constrains what the committee can do.

d. Online evaluations
   i. Although FWC and Academic Affairs agreed on the value of extending the period for students to complete evaluations, this proposed change met with debate at the
April 2 Faculty Senate meeting. Consequently, FWC and Academic Affairs agreed not to implement this change this semester. In this way, the effectiveness of the mobile app can be assessed independent of any other changes.

ii. Response rate still appears to be low.
   1. We will request data for the 2012-13 academic year.
   2. Addressing the persistence of low return rates will be part of next year’s agenda. Possibilities include extending the period to complete evaluations and/or the opt-out system that FWC has recommended.

iii. Faculty members have not been specifically discouraged from providing incentives. This should be made explicit in the future.

iv. There are reports that some faculty are not leaving the room when administering evaluations via mobile app. Better instructions need to be provided about how evaluations are to be administered, including that faculty must leave the room.

e. Childcare/Memminger – report from Margaret Hagood
   i. Margaret has been serving as a representative of the College, along with Ashleigh Parr, on a committee working on upcoming change to Memminger Elementary, to be implemented when the school returns to its downtown location in July.
   ii. The re-opening provides a window of opportunity to change the perception of the school. Research suggests that school culture can change with an infusion of new students.
      1. The new Memminger will have many slots available for students outside of the downtown district, but will not provide transportation.
      2. The planning committee hopes to fill many of these slots with children from College of Charleston families.
   iii. Memminger has received federal money for “personalized learning.” In addition, currently considering adopting the International Baccalaureate elementary program.
   iv. An open meeting will be held on May 7 to roll out the move downtown and announce curricular changes. College of Charleston faculty and staff will be encouraged to attend.
   v. As a separate endeavor, discussion continues about the possibility of collaboration between Memminger’s early childhood program and ECDC.

Submitted by: Allison Welch, 5/3/2013