EDL Department Meeting
September 28, 2001

Faculty present: Badiali, Baxter Magolda, Bueschel, Burchyett, Carlson, Cambron-McCabe, Dantley, Hofmann, Poetter, Rogers, Rousmaniere, Terrell.

Approve minutes: The minutes of the August 30 meeting were approved unanimously with a motion made by Marcia Baxter Magolda and seconded by Ray Terrell.

FYI:

1. Curriculum Search Update - Tom Poetter stated that some applications and queries have already come in. Flyers are being taken to two major curriculum conferences in October.

2. Newsletter - Amy Vanderbeek is working on the fall newsletter. Give her your ideas. Two feature articles will be done on our new faculty, as well as an article on Elizabeth Cardenas, our doctoral student from Belize. Faculty publications and presentations will be included as well as some candid photos.

3. Leadership Initiative - Nelda Cambron-McCabe reported that a meeting is planned for this afternoon to begin discussing the Summit. Everyone interested is invited.

The 2nd Annual Graduate Student Conference has been changed to March 2. Tom Poetter would like names and e-mail addresses of any of our graduates or current students who are in administrative positions who could form a caucus.

For Discussion/Decision:

1. Extension Request - Bob Dizney is requesting a two-year extension for completion of the dissertation. Kate Rousmaniere, his dissertation director, explained his situation. Nelda Cambron-McCabe moved that Bob Dizney be granted a two-year extension and Michael Dantley seconded the motion. It was passed unanimously.

2. Human Subjects Committee - Rich Hofmann reported that two department committee members must now attend all university Human Subjects Committee meetings. He recommended that we suspend the departmental committee for a year and let him serve on the university committee as our representative. We can see how it goes, and if we need to re-establish a departmental committee, we could easily do so. He made a motion to this effect which was seconded by Nelda Cambron-McCabe and passed unanimously.

3. Department Chair Selection - Judy Rogers led the discussion focusing on three points: (1) internal vs. external search, (2) process, (3) timeline.

With regard to the internal vs. external issue, it was pointed out that either way we would not gain a faculty line. Discussion seemed to lean toward an internal search. Dennis Carlson brought up the opportunity to bring diversity to the department through an external search. Before the discussion went too much further, the faculty were asked if
there are any internal candidates at this point. There were three interested faculty—Kate Rousmaniere, Ray Terrell (if his eligibility can be extended), and Tom Poetter. Faculty agreed that if an inside candidate does not work out, we go outside. It was moved (Ellen Bueschel) and seconded (Nelda Cambron-McCabe) that we conduct an internal search. The motion was passed with one abstention.

With regard to the process and timeline, Judy asked faculty what they would like to have submitted by applicants. It was decided that a letter of interest and vita should be submitted by October 15, the letter to address why the job is attractive to the applicant, what their thinking is on the shift from professor to chair role, how they conceptualize the role of chair, and where they see the department going in the future. Interviews would be conducted by November 14. It was agreed that we send a unanimous departmental recommendation to the dean after interviews are completed and a candidate is agreed upon. Judy Rogers and Sally Lloyd will facilitate the interview process. The screening committee will be made up of the entire faculty.

Judy will e-mail faculty about the process and letters of interest.

4. Graduate Policy Revision: Judy Rogers brought a draft of a divisional graduate student grievance procedure to the faculty for discussion and input. Currently there are no formal graduate student grievance procedures for our department or the division. The primary issue seems to be who will make up the grievance committee. It was agreed that based on the grievance, the department chair will appoint two faculty members and a student to serve as an ad hoc grievance committee or the Admissions Committee could take this on with the addition of a student (possibly from the Chair Advisory Group). If you come up with other ideas, tell Judy before Tuesday,

Reminder: Research and faculty improvement leave applications are due soon.

The meeting was adjourned at 12:30 p.m.