

Professional Development Implementation and Oversight Team

Minutes from Meeting on March 30, 2009

East Campus Room 4-104 3:30- 5:00pm

Team Members Present: Oscar Cuan, Marilyn Curall, Wendy Dew, MaryAnn Gagen, Erich Heintzelman, Michelle McArdle, Elizabeth Morrison, Pedro Rivera, Pam Sandy

Guests: Faculty Association President Michael Shugg, Institutional Effectiveness Team Representative Clay Holliday

- The meeting was called to order at 3:40 by Oscar Cuan
- Michael Shugg reported from the Faculty Association on current discussions of funding of the Professional Development Incentive:
 - Given the current budgetary constraints, there has been much concern about the hard choices that will need to be made in faculty compensation.
 - President Shugart has made a commitment to pay the incentives that have been earned; in other words, faculty who have completed the Professional Development Plans that were submitted and approved in December 2008 will be paid the incentive in August 2009.
 - Since we are facing revenue problems which will make salary increases unlikely in the upcoming academic year, input from the PDT was solicited concerning options for going forward with the Professional Development and the Institutional Effectiveness incentives.
 - Option 1 – table incentives
 - Option 2 – a rotation plan for the PD and IE incentives – PD would go on another two-year plan – faculty could begin earning credits toward the next round of compensation incentives on May 15, 2009. Plans submitted and approved by December 2010 and completed by May 14, 2011, would be paid in August 2011. The Institutional Effectiveness Incentive would be paid in the off year.
 - Consideration could be given to any other viable option which the PDT could propose. No other options were proposed.

Discussion items and questions concerning the proposed options:

- Estimated number of faculty who could earn the incentive in the current round to be paid out in 2009 could be above the 35% originally estimated. Approximately 155 faculty members have had PD plans approved, which is close to 50% of eligible faculty.
- If given a choice, most faculty would likely prefer a step increase over the PD incentive, but the step increase is not likely to be on the table because of its implications for salary increases for all employees across the college – financial resources are not likely to be available for such a commitment.
- A consensus was reached by the team to recommend Option 2.

- Faculty Council will act on this at the April meeting and the Faculty Association president will communicate with faculty once he has both the feedback from Faculty Council and from President Shugart.

Report on the PDT online tools:

- Wendy Dew reported on tweaks to the tool. There had been some discrepancy what compensation level the faculty selected and what the deans' screens showed. This required some behind the scenes work on the database by the OIT experts. A very small change on the faculty tool has required lots of testing before going live, but the result is that faculty and deans should in future PD years have accurate information regarding compensation level and have more information to do reports for payroll. Further review of the tool is needed to make the tool more user-friendly.
- There had been some confusion between current and completed activities which had required some adjustment as well.
- Faculty are not able to edit an activity. Changes require faculty to add a "new activity" which incorporates the changes and then delete the old activity.
- A checkpoint has been installed so that only tenure and tenure-track faculty can enter the tool.
- Pedro Rivera expressed an interest in the capability to produce a report for HR/payroll directly from the system. Currently each dean needs to send a report to HR/payroll.

The next meeting will be scheduled as needed.

The meeting adjourned at 4:20.