

Faculty Development Committee
Annual Report 2022-2023
April 26, 2023

Charge of the Committee

From § 4.7.7 of the Faculty Manual 2022-2023:

Membership: Nine to Twelve faculty (two elected from each College and one elected from the Library, and one elected from the Associated Faculty).

Purpose: The duties of this committee are to review Professional Enhancement Grants and Scholarly Reassignment applications. Recommendations concerning scholarly reassignment leave applications and the awarding of faculty development grants are forwarded to the Provost. Additionally, this committee assists in all aspects of faculty development, scholarly research, publication, and travel to professional meetings.

The committee will elect a Chair, Vice Chair, and Secretary. The Vice Chair will be responsible for processing the Professional Enhancement Grant applications, organizing a post-assignment research symposium, and acting as Chair of the committee in the event of the Chair's absence. The Secretary is responsible for compiling all committee meeting minutes.

Service on this committee may entail significant time commitments such as summer meetings or meetings scheduled with short notice.

Membership by College (Officer Role):

Wall College of Business

Olajumoke Awe
Hongxia Wang

Spadoni College of Education

Suheir Daoud
Min Ye

Edwards College of Humanities and Fine Arts

David Kellogg (secretary)
Cynthia Port

CMC College of Health and Human Performance

Brandon Willingham
Sandra Wilson

Gupta College of Science

Vladislav Gulis (Fall)
Melissa Paiva Salisbury (Spring)
Brian Lee (chair)

HTC Honors College

Jennifer Mokos
Victoria DePalma

Kimbel Library

Scott Bacon (vice chair)

Associated Faculty

Tracy Gaskin

Meetings

The committee met remotely via video conference on the following dates:

August 26, 2022

September 9, 2022 (SR)

October 7, 2022

October 21, 2022

October 28, 2022 (SR)

November 2, 2022 (email)

February 3, 2023

February 17, 2023 (PEG/FSRA)

March 17, 2023

March 31, 2023 (SR)

Summary of Activities

In July 2022, the Faculty Senate revised the Faculty Manual section 5.2.5 Scholarly Reassignment (Sabbatical). The deadlines for scholarly reassignment applications were advanced to September and February for leave in the following fall and spring semesters, respectively. The revision also removed the Deans’ Committee from the review process. The appropriate chair and dean will both rank applications by recommendation level and provide a non-confidential statement regarding the application. The Faculty Development Committee will consider this input during the review of applications in accordance with the criteria specified in the call for applications.

For the review of applications for scholarly reassignment leave in Spring 2023, the older guidelines for review were followed since these applications were submitted prior to the revisions described above. Eleven applications were received by July 1, 2022 and reviewed in parallel by the Deans’ Committee and the Faculty Development Committee. Chiara Gamberi graciously substituted for Vladislav Gulis, who had an application for leave pending. The Faculty Development Committee ranked nine applications as highly recommended and one as recommended. All nine of the highly recommended applications were approved by the Provost for leave in Spring 2023.

Scholarly Reassignment Leave for Spring 2023

| | |
|------------------------------|----|
| <i>Applications Reviewed</i> | 11 |
| <i>Highly Recommended</i> | 9 |
| <i>Recommended</i> | 1 |
| <i>Not recommended</i> | 1 |

The applications for scholarly reassignment leave in Fall 2023 were considered under the revised guidelines. Sixteen applications were received by September 15, 2022 and considered by the committee after receiving input from the appropriate chair and dean. Amanda Brian graciously substituted for Cynthia Port, who was unavailable. Jennifer Schlosser graciously substituted for Min Ye, who had an application for leave pending. In October, the Faculty Development Committee met and ranked thirteen applications as highly recommended with the remaining three ranked as recommended. Ten of the highly recommended applications and two of the recommended applications were approved by the Provost for leave in Fall 2023.

Scholarly Reassignment Leave for Fall 2023

| | |
|------------------------------|----|
| <i>Applications Reviewed</i> | 16 |
| <i>Highly Recommended</i> | 13 |
| <i>Recommended</i> | 3 |
| <i>Not recommended</i> | 0 |

During October, the committee assisted Associate Provost Rob Young with combining and revising the applications for both the Professional Enhancement Grant (PEG) and the new Faculty Summer Research Award (FSRA). The combined application was streamlined both for the applicants and the evaluation criteria were adjusted to facilitate the review process. The call for proposals with the revised application was distributed by the Office of the Provost on November 15, 2022.

During November, the committee discussed by email proposed revisions to scholarly reassignment leave application forms. The revisions added an upload link for prior sabbatical experiences, include language to clarify that rankings and statements from the appropriate chair and dean are not confidential, added a “withdraw” option for the applicant after submission, and clarified word and page limits for the abstract and project description, respectively. All changes were made by Webservices to the application form.

The combined applications for both the PEG and FSRA were considered by the committee in February. There were 52 applications overall with 30 for the PEG only, 9 for the FSRA only and 13 combined applications for both PEG and FSRA. Each application was reviewed by four committee members with one reviewer selected from the same college as the primary applicant. Applications were ranked separately for each award type (PEG and FSRA) based on reviewer scores across ten criteria. The committee’s recommendations for funding were based on the rankings and discussion of individual applications. All recommendations were approved without objections.

| PEG/FSRA Applications | Number of Applications | Highly Recommended Applications | Highly Recommended for Funding |
|------------------------------|-------------------------------|--|---------------------------------------|
| <i>PEG Applications</i> | 43 | 26 | \$ 146,922 |
| <i>FSRA Applications</i> | 22 | 19 | \$ 99,750 |
| <i>Applications Total</i> | 52 | 36 | \$ 246,672 |

The committee met in March to discuss ranking and recommendations for scholarly reassignment leave in Spring 2024. Richard Aidoo graciously volunteered to substitute for Suheir Daoud, who submitted an application for leave. Sixteen applications were submitted by February 2, 2023 and reviewed by the committee. One application was deemed ineligible since a previous sabbatical leave in Spring 2020 was less than three years prior to the deadline. Twelve applications were ranked as highly recommended and three were ranked as recommended. All twelve of the highly recommended applications for leave were approved by the Provost.

Scholarly Reassignment Leave for Spring 2024

| | |
|------------------------------|----|
| <i>Applications Reviewed</i> | 16 |
| <i>Highly Recommended</i> | 12 |
| <i>Recommended</i> | 3 |
| <i>Not recommended</i> | 1 |

Recommendations to the Office of the Provost

The committee made the following recommendations for changes to both the Professional Enhancement Grants and Scholarly Reassignments during the report period:

1. Recommended timeline for PEG/FSRA applications: The committee recommends that workshops and training sessions for faculty applicants be scheduled in the fall semester to coordinate with the recommended timeline of the PEG application process.

| Action | AY2024-25 PEG and 2024 FSRA |
|------------------------------------|------------------------------------|
| Call for proposals | September 15, 2023 |
| Deadline for PEG/FSRA applications | January 19, 2024 |
| Funding recommendation from FDC | February 16, 2024 |
| Early start date for PEG awards | May 16, 2024 |
| Regular start date for PEG awards | August 16, 2024 |
| Project progress report | January 31, 2025 |
| Final project report | September 30, 2025 |

2. Recommended timeline for Scholarly Reassignment applications: The committee recommends the following schedule for scholarly reassignment leave applications in the next academic year.

| Action | Fall 2024 Sabbatical | Spring 2025 Sabbatical |
|-----------------------------------|-----------------------------|-------------------------------|
| Call for proposals | June 30, 2023 | December 1, 2023 |
| Application to department Chair | September 1, 2023 | February 1, 2024 |
| Chair letter and recommendation | September 15, 2023 | February 15, 2024 |
| Dean letter and recommendation | October 2, 2023 | March 1, 2024 |
| Recommendation of FDC | November 1, 2023 | April 1, 2024 |
| Decision of Provost and President | November 15, 2023 | April 15, 2024 |

Acknowledgements:

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