

FIG & Sabbatical Meeting Notes, 9/19/14

Present: Contag, Retherford, Hart, Rife, Krawczyk, Much, Westerman, Hedman

Guest: Provost Wells

Members of the committee introduced themselves. Provost Wells shared her observations and recommendations for the committee; these included:

- Provost shared that in Fall 2013: 45 sabbatical applications were submitted and all of them were recommended for funding. That was a new experience for her. Two had not even completed their PDP/PDR. Many applications were strong, included letter of support, detailed timelines . One area we can do better: plan must include a final report; only 70% faculty submitted reports.
- Provost stated as a university, funds available (to support sabbaticals) need to be specified; other universities have a specific budget for this.
- Provost recommended highlighting faculty achievements through some type of sabbatical sharing/showcase
 - Gwen: we could do a better job telling our story; important for recruiting diverse faculty
 - Committee discussed various opportunities, including Cornerstone
- Provost expressed concerns about class cancellations/coverage for those on sabbatical and potential implications for student graduation rates. Faculty member responded it is not always feasible to offer a particular course if there is no faculty or support to teach the course. Kim pointed out that perhaps the academic planning will help inform future planning for departments. Provost indicated we need to have a discussion as a university about this matter.
- Committee members offered suggestions to consider:
 - Kim: planning part is key; how do we plan for when it makes most sense to go; communication is needed in departments
 - Marilyn: as a committee, perhaps we could draft some goals? Update forms according to contract?
 - Kim: sabbatical rubric based on IFO contract could be developed; be distributed with application (for next year).
 - Also, perhaps posting a good model application online for applicants to review in preparing their own application.

Committee thanked the Provost for her time.

It was announced that once the FIG and sabbatical applications are available to review, a meeting will be scheduled to discuss recommendations.

Respectfully submitted, A. Hedman and M. Hart