COBA Professional Development Committee Meeting  
October 11, 2002  

Minutes  

Present: Jim Beatty  
Tony Cherin  
Larry Rhyne  
Chee Chow  

Excused: Bob Wilbur  

Absent: Ron Stampfl  

1. Jim Beatty, Chair, called the meeting to order at 9:05 A.M.  
2. The meeting agenda was approved as distributed.  
3. Minutes of 9/27/02 were approved as drafted.  
4. The Committee discussed and ranked 13 applications for the SDSU FDP grant proposals. Draft comments were developed for the most outstanding applications and were to be forwarded to Bob Capettini, who serves on the University's SDSU FDP evaluation committee.  
5. The Committee discussed ways of improving the Committee's evaluation process to make it more efficient, consistent, and user-friendly. The discussion included advantages of both rating and ranking applications, and methods for reaching consensus. It was concluded that Jim Beatty would create a master workbook to include an evaluation process for all grants, proposals, funding, sabbaticals, and difference-in-pay applications for which the Committee is responsible. It was agreed that this Excel workbook would include tabs for separate worksheets for the SDSU-FDP, RSCA, G-I-A, COBA RDP, and Sabbaticals and DIP applications. Jim was to distribute the workbook to the Committee members, who agreed to complete the appropriate worksheet relative to upcoming grant deadlines and return them to the Chair electronically by the evening of the Thursday prior to the corresponding Friday's Committee meeting. The members agreed to use a ranking system instead of a rating system, with 1 representing the top ranked application. Ties were not to be used in the ranking system. The workbook was to include quantitative methods for enhancing the Committee's composite evaluation of all applications.  
6. The Committee agreed to rank both the RSCA and the G-I-A applications and return them electronically by the evening of Thursday, October 24, 2002, in preparation for the meeting of Friday, October 25, 2002.  
7. The Committee agreed to discuss the "case for raising faculty development funds" at the next meeting. The goal of the Committee is to develop a strong case for obtaining additional funding for faculty grants, thus increasing the
pool of funds for the COBA RDP. Bob Wilbur was to meet with Gail Naughton and Shelley Herron to discuss drafting such a case for an endowment to support faculty recruitment and retention, a part of which would be faculty development and the work of this Committee.

8. Chee Chow suggested the Committee revisit the website and/or database that was to include the past three years of abstracts of faculty research. The Committee had agreed to support this database, but it has not been developed to date. Chee noted there seems to be at least two major benefits from such a database. One benefit is the facilitation of internal communication among the faculty so people with like interests can work on research across departments. A second benefit is to help build a case for external supporters to support niches with critical masses of faculty (rather than individuals) who also would have, collectively, credible track records of accomplishment. The database is to be discussed at the next meeting.

9. Jim Beatty adjourned the meeting at 10:35 A.M.