CBA Professional Development Committee Meeting
October 31, 2003

Minutes

Present: Jim Beatty
      Chee Chow
      Larry Rhyne
      Donald Sciglimpaglia
      Moon Song

Excused: Bob Wilbur

Absent:

1. Jim Beatty, Chair, called the meeting to order at 9:05am on October 31, 2003, in the Dean’s Conference Room.

2. The meeting agenda was reviewed, modified, and approved.

3. Minutes of 10/17/2003 were moved, seconded, and approved (unanimous).

4. The Committee then discussed the Grant-in-Aid applications and reviewed the rules and requirements. After considerable discussion, the various projects were considered, based on the merits of the projects, the money being requested, and other factors. The Committee was reminded that the merit of the proposal is the primary consideration in awarding GIA support. When other factors are comparable, preference will be given to those members of the faculty who have not yet achieved tenure. In addition, applications will not be accepted from those who have not yet filed the final report required for previously completed awards. Final reports must be submitted to the Division of Research Administration and Technology Services, Graduate and Research Affairs. Faculty who currently hold un-expired grants are eligible to apply. The other general guidelines were also reviewed. Subsequent to this discussion of the proposals, a ranking was developed, based on the potential of the projects for future success and the involvement of students in the projects. The ranking and evaluation of each proposal will be forwarded to the Division of Research Administration and Technology Services.

5. The Committee then discussed the possibility of asking various other grant source providers and decision makers to make their decisions earlier in the year. In particular, the Committee asked Jim to discuss with Bob the possibility of working with Carl Winston to coordinate evaluation processes in the future to coincide with the decisions that have to be made by the Professional Development Committee regarding SDSU FDP, RSCA, and GIA.
If the Committee has information about any funding that might be provided by other programs prior to making decisions regarding the FDP, RSCA, and GIA awards, it might be able to better maximize the number of awards supported by the Committee. Coordination among all the grant sources is essential, especially in an effort to make decisions in a timely manner. The goal is to maximize the College’s objectives in supporting as many faculty as possible with the limited resources available. The Committee is appreciative of David Earwicker’s efforts in this regard.

6. The Committee wondered if it is possible to determine deadlines when these other programs make their decisions so that their decision points can be incorporated into the notice the Professional Development Committee distributes to the faculty at the onset of the Fall semester. The Committee would like to be able to include the guidelines and deadlines for these other award opportunities with the set of announcements currently being distributed by the Committee.

7. The Committee also wondered whether at least one of the members of the Professional Development Committee might be allowed to sit in on the decision process of these other award programs, either as a voting member or as a non-voting member. The Committee understands that CIBER has a formal call for applications and would like to have an opportunity to participate in the decision-making process.

8. Jim reminded the Committee that he and Larry Rhyne would not be present at the next meeting of the Committee, since they have both applied for sabbaticals. The Committee had previously determined that temporary Committee members will be selected to replace permanent Committee members at any meeting in which sabbatical applications are reviewed that include applications from any members of the Committee. Bruce Reinig and Ken Marino will replace Jim and Larry, respectively, for the next meeting. Bruce and Ken will be expected to participate in the ranking of all candidates applying for sabbaticals and difference-in-pay leaves, not just those within their own departments.

9. The next meeting of the Professional Development Committee will be on Friday, November 14, 2003, from 9:00-10:30, in the Dean’s Conference Room.

10. Jim Beatty adjourned the meeting at 10:25am.