COBA Professional Development Committee Meeting  
October 12, 2007

Minutes

Present:   Jim Beatty  
           Joe Belch  
           Alex De Noble  
           Dave Ely  
           Jim Lackritz  
           Howard Toole

1. Jim Beatty, Chair of the Committee, called the meeting to order at 9:10am on October 12, 2007, in the Dean's Conference Room.

2. The minutes for September 28, 2007, were moved, seconded, and approved (unanimous).

3. The Committee reviewed the ranking and rating system used by the University to evaluate UGP grant applications. Each application is to be rated on a five-point scale. Each individual application is also to be placed in ranked order relative to the other applications. The Committee’s ratings and rankings are to be included in the evaluation that goes forward to the Dean and to the UGP Committee. The Committee is also required to provide written statements describing the merits of each application.

4. The Committee received six UGP applications this year. These six applications were discussed in detail by the Committee members. Each Committee member presented his rankings of the applications and provided an explanation as to how these rankings were determined. Then, each application was discussed by the Committee as a whole to clarify the intent of the proposals, assess the merits of the proposals, and verify that all Committee members had given each application full consideration. The applications were then ranked and rated by the Committee in accordance with UGP guidelines.

5. The Committee discussed the reduction in applications relative to last year. This year there were six applications, while last year there were twelve. Prior to the meeting, Jim Lackritz had asked for feedback from the department chairs regarding this reduction. Responses by Chairs and/or Committee members regarding reasons for this reduction in applications included: a) the UGP applications are due so early in the academic year that candidates do not have adequate time to complete the application paperwork; b) many professional conferences have submittal dates in early Fall, and these conferences are often given higher priorities by faculty than writing UGP proposals; c) the amount of money is not significant enough to generate interest relative to the time required to complete the forms and file the documentation; d) faculty are very busy with the onset of classes, handling
crashers, new students, etc.; e) new faculty have not had enough time to become acclimated to the University, let alone find time to apply for a grant; f) many faculty are busily preparing materials for the RPT process; g) the University should be paying for performance (i.e., completed projects), as opposed to proposed projects; h) there is a perception that the internal grants are only for junior faculty and/or are only awarded to such faculty; i) many faculty are working on projects previously funded and are not ready to take on a new project at this time; and j) the potential for being funded by the UGP is limited.

6. On the other hand, the deadline date for the UGP applications is approximately the same as in the past, and the 2006-2007 success rate for receiving funding from the UGP for College of Business Administration applications was very favorable, as reported in previous minutes of the Committee. Thus, this reduction in applications is still somewhat unclear.

7. The Committee intends to set aside CBA-PDF funds this year to include support for at least one meritorious application for supporting professional growth in teaching.

8. The Committee discussed the deadline dates for sabbaticals and difference-in-pay applications. If the applications are available in time for the next meeting, they will be discussed at that time.

9. If the sabbaticals and difference-in-pay applications are not available by the next meeting, Jim Lackritz will invite Mark Ballam to attend the next meeting to discuss CIBER grants and how the PDC can best partner with CIBER in this process.

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

11. The meeting was adjourned at 10:25am.