COBA Professional Development Committee Meeting  
October 12, 2009

Minutes

Present: Jim Beatty  
John Anderson  
Jim Lackritz  
Moon Song  
Ron Stampfl

Excused: Lori Ryan

1. Jim Beatty, Chair of the Committee, called the meeting to order at 1:10pm on October 12, 2009, in the Dean’s Conference Room.

2. The minutes of the September 14, 2009, meeting were moved, seconded, and approved.

3. The Committee discussed a revised schedule for Fall 2009 meeting dates. The revisions now better reflect the delivery dates for decisions regarding the various grant applications, including the UGP applications, the CBA-FDP applications, the sabbatical applications, the difference-in-pay applications, and other grant applications requiring input, rating, or ranking from the Committee. Although the schedule is always subject to change, depending on the number of programs, applications, and funding, the revised schedule for the remainder of the semester is currently as follows:
   a. October 26 (in the CIBER room)
   b. November 9 (in the DCR)
   c. November 23 (in the DCR)
   d. December 7 (in the DCR)
   e. December 14 (if necessary, in the DCR)

4. The Committee then discussed the applications for the University Grant Program (UGP). This year, the set of applications was small but outstanding. The Division of Research Affairs (DRA) requires the PDC to both rate and rank the applications. The rating of the applications was a much easier task than the ranking task, as all applications were very well done this year. After considerable debate, discussion, and consensus building, the rating and ranking processes were completed. This information will be forwarded to the Dean, who will then make her evaluations, and both sets of evaluations will be forwarded to the DRA. All Committee members participated in the rating and ranking processes; thus, all four departments and the one school were represented.
5. The Committee then discussed the process and scheduling of the evaluation of applications for other programs. Next on the application schedule are the sabbaticals and the differences-in-pay (D-I-F) applications. The Committee was reminded that Committee members are excluded from participating in discussions of these applications at the department or school level, since the Committee will be valuating them independently of the departments or the school. Sabbatical and D-I-F applications are due to be submitted by the respective Review Committees on October 15, 2009. The PDS will then discuss these applications and make decisions on October 26, 2009. These recommendations and assessment will then be forwarded to the Dean for her recommendations.

6. The Committee will be receiving the CBA-FDP applications shortly after October 12, the due date for faculty submission for these funds. The Committee will then begin that review process on or about November 9, 2009, with final decisions withheld until receiving the results of the UGP applications from the DRA.

7. The Committee noted that the number of grant applications is significantly smaller this year than in previous years. The Committee speculated that the reduction in applications might be due to: A) perceptions of potential funding from the Professional Fees (Graduate Fees); B) low morale currently within the College as a result of budget shortages, layoffs, and furloughs; C) faculty feeling overwhelmed; and D) the timeliness of applications.

8. The next meeting of the Professional Development Committee is scheduled for Monday, October 26, 2009, from 1:00-2:30pm, in the CIBER room.

9. The meeting was adjourned at 2:30pm.