

CT Caucus Spring Meeting
April 10, 2018
Minutes

Submitted by Josh Enszer, CT Caucus Secretary

(1) "Brag sheet" for recruiting/disseminating general info about CT faculty

To help others learn more about CT faculty and to learn about the benefits of being a CT at UD (for prospective hires, people considering accepting a position). Some of these policies are not faithfully followed department to department, so this site also links to university policies/the faculty handbook, to remind departments that are unfamiliar/not following university policy.

Thanks to Beth and Ed for generating this and putting it on the CT caucus site!

(2) Promotion and Review - February 2018 Panel debrief

Note, there was not a recording of the meeting to allow everyone to speak freely. Instead, notes are posted on the site.

Currently, some faculty report that they're both using UDAcademe and creating a separate PDF for committees. The people behind UDAcademe are willing to address questions (udacademe@udel.edu).

Some discussion about which "bin" to put work in (for example, a paper on education in your discipline) was included - it's recommended to put it in all that applies (for example, both teaching and scholarship!)

(3) Open forum/other questions on promotion

Congrats to all those promoted this year! In attendance at this meeting and soon to be promoted to associate professor this year were Josh, Hannah, Bri. Congratulations to all of our other colleagues who were promoted but not in attendance.

There is some talk about a fall dossier prep workshop. This would be too late for those going up this year (2018, since the dossier is due September 1) but the target is for people who would go up for promotion in 2019 or later, to help those learn what is expected or what to plan for. There was general agreement that this would be a good thing to pursue.

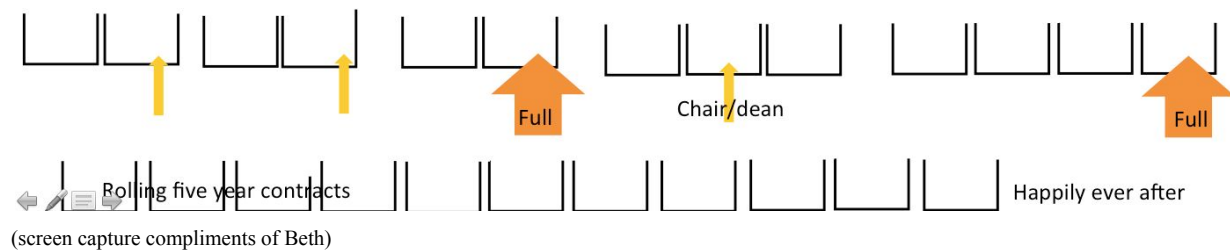
Reminders:

- CTAL’s first First Friday roundtable in the spring is usually on documenting teaching.
- UDAcademe workshop invites get sent to those who have informed their chair that they plan to go up for promotion.

Now that UDAcademe is fully live, it should be updated regularly, somewhat like an electronic file cabinet, to make it easier to collect/display information when it comes time for dossier formation.

Review of CT contracts/ “Sink your teeth into CT promotion”

The sequence of reviews/contract lengths was shown in a diagram. It was noted that the process to change rank (assistant to associate, associate to full) is separate from contract renewal (two-year to two-year, two-year to three-year, etc.).



A question was raised for departments that have not yet finalized promotion documents for CT promotion. Two years ago there was a committee that put together a document for “best practices,” which will be posted to the CT caucus website.

Contract renewal documents are generally shorter and are just on the work done since the last contract renewal. Rank promotion documents are the larger dossiers.

Since promotion in rank is optional, why go through it? One reason is for grant writing, to be listed as associate professor or professor on those documents. Also, S-contract rates increase with rank.

(4) Update from Faculty Peer Observation Program (FPOP)

This program came out of an idea from a previous CT Caucus meeting, and five of the six who’ve been through the entire 18-month development are CT faculty.

The full program will begin next academic year - groups of three faculty will be formed to conduct “two-on-one” observations so that each person is observed once. There will be several meetings required, including pre-observations, observations, and post-observations. The first pilot trainings are this spring. If you’re interested in the fall rollout, [here is a link to the interest survey](#). The formal first training will be in September.

(5) CT Caucus Exec Board Positions/Call for Nominations

Three positions are up this year: Co-chair for 2018-2020, secretary for 2018-2020, and member at large for 2018-2021. Elections will be administered via Qualtrics. Contact Beth (morling@psych.udel.edu) or Josh (enszer@udel.edu) to nominate. Official descriptions are in the by-laws on the [website](#). The exec meetings are collaborative meetings, 2-3 times a semester, to take on projects or divide up jobs.

(6) Other Items (as raised by those in attendance)

Mark Serva: ITUE (Institute for Transformation Undergraduate Education, www.udel.edu/inst) was formed at UD in 1996 and eventually became a PBL (Problem-Based Learning) group. The current director is retiring this summer, and the organization needs to decide where it is and whether it should continue. This is a faculty-lead, self-governing group. Historically the group ran 2-3 workshops per year and in the past 20 years has done workshops on five different continents (and still has workshops ongoing into the future).

What does the “next generation,” ITUE 2.0 look like? Will it still focus on PBL? An organizational meeting will be held at the Faculty Commons this Friday at 3:00 pm. Those interested with time conflicts can email Mark (servam@udel.edu).

Anna Wik: The UD F-A-P (Faculty Achievement Program) is piloting groups for CT faculty using the model from NCFDD(?) for weekly meetings for mentoring. If people are interested, they can contact Anna to pass information on to FAP.

A question was asked about how the very first contract renewal works. It sounds like it is very department-dependent. It may be important to insist that the department take it seriously in order to get feedback about what to do next/how to stay on track to go up for promotion. It’s also important to be aware of workload, since you are to be evaluated according to that (some CT have 0% scholarship/research requirement).

Reminder: Faculty Handbook, section 4.1.6, has the university policies for promotion and review.

A question was raised about how “really large sections” of courses count toward the workload in terms of teaching. The chair sets the workload. The CBA sets that “a course is a course” but if there are examples from other departments (if a large course counts as 1.5 or 2 courses), it would be useful to share these stories.