Minutes
Leadership Council
28 January 2015

Present: Craig Kennedy, Kathleen deMarrais, Rob Branch, Andy Garber, Ralph
Knapp, Anne Marcotte, Jack Parish, Laura Bierema, Brian Glaser, Stacey Neuharth-
Pritchett, Barbara Crawford, Janet Buckworth, Karl Newell, Ron Butchart, Scott
Ardoin, Bob Fecho, Denise Spangler

Scheduling Major Academic Events
If you are scheduling a university-wide event, please check the university’s master
calendar to ensure that your event is not in competition with other university-wide
events.

Faculty Senate Updates
FS has passed changes to COE awards. In January 2016, most awards will be open to
faculty in both career-track and tenure-track lines. Awards can be received as
discretionary funds, cash, or summer salary. Awards can only be won one time by an
individual.

Please make sure that your department populates the ballot for committee
nominations by Friday. Voting will be done via Qualtrics in the next few weeks.

The February 23 and May 11 Senate meetings, both at 1:00, need a department head
to attend.

PhD Recruitment Weekend
We hosted 23 prospective doctoral students for a successful recruitment weekend.
Jack welcomes feedback on the sessions. We will plan to host a third weekend in
January 2016.

Feedback: Having the date set early is helpful to programs as it allows them to hold
their interviews the same weekend. Kathleen is interested in coordinating with the
qualitative inquiry program open house in 2016.

Economic Impact Metrics
Please review the survey categories distributed by Jack, and send him information
about any activities in your unit that may be relevant. Data such as the impact of our
graduates will be collected elsewhere, so you are only asked to think about events
that are unique to your unit. Jack will send the link to the electronic form to all.

Request: It would be helpful to have a calendar of data that are requested on a
regular basis.
COE Research Conference
The conference will be held on February 13; registration closes February 6. Please encourage your faculty and graduate students to participate, either as presenters or as attendees. The date for 2016 is already booked in April and will be announced well in advance.

Web Directory
We need consistency and accuracy in the web directory. We agreed that part-time faculty will be listed only by department head request, and these should be limited to those part-time faculty who are working more than 50% time and who are long term members of the department. The department head or web liaison will communicate to Daniel the part-time faculty who should be listed and their contact information. We decided not to list individual doctoral students on the web directory due to FERPA issues. Departments may choose to post group photos or to feature particular students on their degree program pages.

Staff Position Reclassification
The staff position reclassification process will be handled as in the past with requests due to Denise by February 13. Denise will revise the document, send it to LC for feedback, and then share it with SRG for additional feedback with a goal of having a new document in place for 2016.

Promotion/tenure Documents
University guidelines do not specify a particular number of accomplishments for the 2-page statement that is required, nor do they specify a number of exhibits or a one-to-one correspondence between accomplishments and exhibits. We will work through Faculty Senate and departments to gather input on what, if any, parameters we might want to put on these elements at the COE level. In the mean time, candidates preparing their dossiers should identify the number of accomplishments that make sense in their cases and provide corresponding exhibits. Denise will check other colleges to find out what guidance they offer on these sections of the dossier. In addition, it is not required that the 2-page statement, the 12-page statement, or the exhibits be sent to reviewers. What is sent to reviewers is at the candidate’s discretion and should reflect the aspects on which the reviewer is asked to comment. For instance, if the reviewer is asked to comment only on scholarship, it does not make sense in most cases to send a syllabus.

Elements
Elements is the new system for cataloging faculty activities. A team is working on implementation now, and faculty will have access to the system in the fall. All data entered in the FAR are being ported into Elements. Elements works similarly to ResearchGate in that search engines find your publications and present them to you to claim as yours or reject. Grants and instruction will be pre-populated from authoritative sources at UGA. Faculty members will need to enter service information themselves. Elements is not a complete replacement for the FAR as it will contain only “factual” data; thus there is no place to enter course evaluation
data or to describe the tasks of a committee on which you served. Thus, we will need to determine what data will be provided for annual evaluations and what form that will take. A second issue to consider is that Elements allows one to delegate access to a profile to someone else (such as a staff member or graduate student). We need to think carefully about how to use delegates so as not to overwhelm staff, in particular.