

KANSAS STATE UNIVERSITY
COLLEGE OF EDUCATION
FACULTY AFFAIRS COMMITTEE

Minutes of Meeting - September 2, 2004 - 8:30 a.m.

Members Present: Chairperson, Dr. Frank Spikes, Dr. Gerald Bailey, Dr. Paul Burden, Dr. Adrienne Leslie-Toogood, Dr. Bob Zabel, Wes Pike, and Dale Shipps.

The minutes of the May 6, 2004, meeting were approved as submitted.

Because of the revised organizational structure in the College of Education, the Department of Educational Leadership will have representation from Ed. Administration (Dr. Bailey) and Adult Ed (Dr. Spikes).

The committee operates on a calendar year basis and members need to be aware of their term of office and when it expires.

Dr. Spikes was re-elected as Chairperson and Dale Shipps was re-elected as recording secretary.

Since Lois Brunmeier's retirement from the Dean's Office, the Faculty Affairs Committee will need to have a more prominent role in the nomination/selection process and co-ordinating with the Alumni Association in February when the Alumni Fellows are on campus.

Dr. Spikes asked for volunteers to serve on a sub-committee to oversee the Alumni Fellow selection process and report back to the FA Committee. If he has not heard from anyone by September 7, he will appoint a sub-committee. The sub-committee will work with the Dean's Office to make sure nomination forms are available and distributed; will be the point of contact for anyone who has questions about nominations; determine who will keep records/nomination materials and who will correspond with the nominees, the recipient, and the Alumni Association; and assist with hosting the Alumni Fellow in February.

The committee reviewed the recommendations from Jenny Bay-Williams relating to the selection of the Outstanding Graduate Teaching Award.

Dr. Spikes will distribute the guidelines for the four awards and the Alumni Fellow to the FA Committee members. Look these over prior to the next meeting to see if changes or revisions need to be made. (Outstanding Graduate Teaching, Outstanding Undergraduate Teaching, Outstanding Advising, and Research are the four awards).

Dr. Zabel indicated that, regarding TEVAL, instructors will be able to use either paper or electronic evaluation this fall. A Faculty Senate Task Force is to report back to that group in October with recommendations.

There was discussion on how to move from discussion to action to implementation of issues and concerns of the FA Committee. Continuing to work closely with the Faculty Affairs Committee of the Faculty Senate is desirable as is having a person from the COE FA Committee also on the Faculty Senate FA Committee. Professional Development for COE faculty will be an ongoing topic for the committee, also.

The meeting adjourned at 9:35 a.m.