

Senate Council on Research and Scholarship
Minutes
October 16, 2007

Attendees:

Saeed Khan
Ryan O'mara
Ken Boote
Scott Nygren
Henry Frierson
Abraham Hartzema

Guests:

Debra Walker King
Rick Yost
Allan Burns
Susanne Sindledecker
Gloria Scheffield
Marie Zeglen
Angel Kwolek Foland
Susan Hudson
Tom Harris
Tom Walsh

The meeting was called to order at 9:00 AM

The minutes of the September meeting were approved.

Effort Reporting and Certification

Suzanne K. Sindledecker, Assistant Controller

Marie Zeglen, Tom Walsh

Susanne Sindledecker, Marie Zeglen and Tom Walsh discussed effort reporting. Reporting will be conducted three times a year, at the end of each semester. The reporting form was updated to look like the assignment reports and has been tested in 20 departments. The controller's office anticipates that the first report will be distributed at the end of the 2008 summer semester. The council suggested combining the effort report and assignment report so that faculty members could approve both reports at the same time instead of approving reports six times a year. The council also discussed using an electronic format to obtain reports. Currently, the paper form is the best format. The controller's office will have a central depository for the paperwork so that departments do not have to store the reports.

Sabbaticals and Faculty Development

Debra Walker King, Associate Provost for Faculty Development

Debra Walker King discussed sabbaticals and faculty development. Dr. King explained that prior to 2004, sabbaticals were funded through the Provost's office. Since then, colleges have been responsible for funding sabbaticals. A letter and form is sent to the deans in the summer informing the deans of the eligible faculty within the college and the number of sabbaticals they are required to fund. The process for granting sabbaticals is determined at the college level. The instructions provided by the Faculty Development office are general and discuss the selection process. There are two types of sabbaticals: one year at half pay and a half year at full pay.

The numbers of sabbaticals that should be granted in each college are determined by the percentage of eligible faculty members.

CLAS

Allan Burns, Associate Dean for Faculty Affairs

Allan Burns discussed the CLAS sabbatical program. There were 28 applicants this year and approximately 20 awards were given. The sabbatical committee is elected from the CLAS assembly. The criteria for sabbaticals is very broad. The application requires a coversheet which describes how the faculty member will use the time. The department chair also writes a cover letter. When faculty members are hired they are given one semester without teaching. The committee tends not to fund people in their first six years because of the semester without teaching. The average length of service before sabbaticals are granted is 14 or 15 years. Other professional development opportunities are granted at the discretion of the department chair. CLAS has problems covering the teaching load of faculty members who take sabbaticals.

IFAS Faculty Development Leave Procedures

Susan Hudson, Assistant Director, Human Resources IFAS

Susan Hudson discussed the faculty development leave policies in IFAS. The program options are one year at half pay or one semester at full pay. Most faculty members who take a yearlong sabbatical supplement their salary with grants. Fourteen sabbaticals were issued in 2003. Application numbers are very low. Applicants are required to describe the program, the benefits of the program and the feasibility of finishing the program during the leave. IFAS provides one leave per 40 faculty members. The sabbatical committee is selected by Dr. Cheek. IFAS follows University regulations regarding sabbaticals but the program is not coordinated through the Provost's office. The programs are funded at the department level. The department has to provide a letter of support for leave and describe how the faculty member's responsibilities will be handled during the leave. A low percentage of county extension faculty take leave even though a large percentage of them are eligible. Many of leaves for county extension agents are so the agents can finish their PhD. They typically take six months to finish. A PhD is required to be an extension agent III.

College of Medicine

Tom Harris, Associate Vice President for Health Affairs for Administration, Associate Dean for Administrative Affairs College of Medicine Health Science Center

Tom Harris discussed the professional development reassignment process in the College of Medicine. Faculty meet with their chair to work out a program where they go to a different hospital to learn new techniques. Reassignments have to be approved by the chair, dean and senior vice president. The other five colleges in the Health Science Center use a more traditional sabbatical program. The programs are funded within the department. Few faculty members take advantage of the program. The COM does not have a quote and it is not a traditional academic sabbatical. No faculty members have been refused in the College of Pharmacy.

College of Law information (attached)

Saeed Khan, Chair

Discussion

The council will look into the following issues:

- Why only 10% of eligible faculty are applying
- Sabbatical programs at peer universities
- Funding for sabbaticals for all disciplines
- Obtaining faculty input to enhance programs
- Increase access to improve existing professional leave
- Make leave more accessible and more effective.