

Minutes: Faculty Development Committee Meeting  
Monday, March 23, 2015  
Time: Noon, 12:00 PM  
Location: D8-48



**Present:** Drs. Virginia Dodd (Chairman), Clay Walker, Roger Fillingim, Valeria Gordan, Nadim Islam, Mac Young, Gail Childs, Luciana Shaddox, Kevin McHugh, and Frances Rollins (support staff).

**Absent:** Dr. Maria Aguilar

AGENDA	Discussion	Action
Call to order	<ul style="list-style-type: none"> <li>- The meeting was called to order at 12:05</li> </ul>	No additions to agenda.
Approval of February meeting minutes	<ul style="list-style-type: none"> <li>- Dr. Dodd motioned to approve the January 26 and February 23, 2015 and minutes. Minutes were reviewed and approved.</li> </ul>	Approved.
Mentoring Policy for Junior Clinical Track Faculty	<ul style="list-style-type: none"> <li>- The mentoring guidelines document for clinical associate professors was discussed and modified. The committee approved the document with current revisions</li> </ul>	Dr. Dodd will revise the document and forward to the FAB as an informational item.
Faculty Survey	<ul style="list-style-type: none"> <li>- Dr. Dodd lead the discussion concerning the survey, she briefly updated the committee on her thoughts that an email be sent to each faculty member inviting them to participate in a brief survey. The email should outline the project which contains a list of questions to find out who would be willing to participant. Type of questions in the survey should include scholar expertise, rank, and number of mentors faculty will be willing to mentor.</li> <li>- Dr. Walker asks the question if the research department had a list of the faculty expertise, no one was sure. Dr. Walker thought the survey was good idea.</li> <li>- Time frame that the survey should be returned. 1- 2 weeks.</li> </ul>	Committee agree that the survey should be sent out and that a reminder email should be sent out about one week after the initial contact if there has not been any response.

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<p>Review mentoring policy for Associate Professors</p>	<ul style="list-style-type: none"> <li>- Dr. Shaddox believes that a similar mentoring plan for clinical associate professors would be beneficial. Dr. Shaddox presented a suggested plan. Discussion occurred regarding the benefits of having a formal plan in place for clinical associate professor.</li> </ul>	<p>The committee will continue discussion of this document at the next meeting.</p>
<p>Faculty development newsletter Texas</p>	<ul style="list-style-type: none"> <li>- Gail Childs presented information on the University of Texas Faculty Development Newsletter. Use of a template such as this was discussed. Ms. Childs will inquire as to the feasibility of developing a similarly formatted newsletter for UF COD.</li> </ul>	<p>She will provide information to the committee at the next meeting</p>
<p>Meeting Adjournment</p>	<ul style="list-style-type: none"> <li>- Next meeting scheduled for the 4<sup>th</sup> Monday of the month (April 23, 2015) at noon.</li> </ul>	<p>The next meeting will focus on reviewing policy for associate professors and HR Data</p>