

RESOLUTION ON PROPOSED CENTER
FOR FACULTY RESOURCES AND DEVELOPMENT
(#22-92/93-FA)

- WHEREAS, The attached proposal by the Ad Hoc Committee for Ways and Means of Promoting Faculty Development (Allen, Bicknell, Buck, Chinn, Thobaben, Young), to create a Center for Faculty Resources and Development has been made; and
- WHEREAS, The Academic Senate of Humboldt State University agrees that faculty development is important, especially in these trying times; and
- WHEREAS, Budgetary constraints are severe; therefore, be it
- RESOLVED: That the Academic Senate of Humboldt State University supports in principle the proposal to create a Center for Faculty Resources and Development; and be it further
- RESOLVED: That the Academic Senate of Humboldt State University recommends that since creating such a Center would require the expenditures of moneys, and these are not available within the current budgetary climate, that this Center not be started until such time as it can be funded properly, but not at the expense of faculty resources, as described in the attached proposal.

**HUMBOLDT STATE UNIVERSITY
OFFICE FOR ACADEMIC AFFAIRS**

- M E M O R A N D U M -

October 19, 1992

**TO: Michael Goodman, Chair
Academic Senate**

FROM: Manuel A. Esteban, ^{Note} Vice President for Academic Affairs

RE: Proposed Center for Faculty Resources and Development

Enclosed please find a draft proposal for the establishment of a Center for Faculty Resources and Development, and a cover memorandum from Dean Buck to me, which places the proposal into a context. I believe that the establishment of such a center, where, among others, a major activity will be research on teaching and learning, methodologies and approaches to improved teaching, is essential. Also, because faculty development at HSU has been neglected over the years and whatever meager resources have ever been allocated to it have quickly and often fallen victim to budget cuts, we need to institutionalize this activity by providing a physical location for the Center, by allocating sufficient resources to it, and by selecting a Director and advisory committee that will emphatically demonstrate the importance of the Center and of teaching and professional development.

I wholeheartedly support the establishment of this Center. However, since its creation requires a significant investment in resources, both physical and financial, I seek the support and the advice of the Academic Senate.

I thank you for your attention to this matter.

MAE:bjw

cc: President McCrone
Members of the Ad Hoc Committee: Dean Buck, Dean Bicknell, Dean Young, Professor Allen, Professor Chinn, Professor Thobaben

HUMBOLDT STATE UNIVERSITY
OFFICE FOR ACADEMIC AFFAIRS

- M E M O R A N D U M -

September 25, 1992

TO: Manuel A. Esteban, Academic Vice President

FROM: Whitney Buck, Chair, Ad Hoc Committee for Ways and Means of Promoting Faculty Development

RE: Proposal for the Establishment of A Faculty Development Program

Our ad hoc committee for ways and means of promoting faculty development was composed of three experienced faculty development coordinators (Professors Allen, Chinn, and Thobaban) and three interested administrators (Deans Bicknell, Buck and Young). I am glad to say that our conception of the need, the direction which we should take, and our recommendations are all unanimous.

With regard to the need, we strongly believe that the need is pressing for several inter-related reasons. In addition to the constant changes in knowledge in our academic disciplines, the environment of our instructional programs is rapidly changing in important respects: budgetary support for higher education is diminishing; the composition and expectations of our student body are changing; and cognitive research and our understanding of the teaching and learning process are changing. Another reason is to balance the undertaking to renew the Office of Dean for Research and Graduate studies with an undertaking that signals and supports the continued commitment of this campus to teaching and especially to teaching undergraduates.

With regard to the direction in which we should go, we believe that we must establish a regular structure under the direction of a respected member of our faculty (reporting to you or your designee) with sufficient resource support to carry out the various and interactive functions which are necessary for effective operation of a faculty development program. Faculty development at HSU has been neglected. The amount of time historically assigned to the position was sufficient only to permit the occupant to attend necessary meetings and design and schedule a few specifically needed activities, but not sufficient to direct a faculty development program worthy of the name. The scope was too small and overcoming a heritage of faculty skepticism will be a challenge in itself. We acknowledge that increasing the allocation of resources to any activity in times such as these will be difficult. But the very conditions of scarcity which make it difficult make it all the more necessary.

With regard to our recommendations, a proposal for a center accompanies this memorandum as an attachment. It is transmitted as an instrument for bringing about a faculty development program after further discussion and not as a recommendation in itself. The specific features of the proposal represent our best thinking and it conveys a shape for our intent. We hope that it will be useful in provoking discussion about and support for a faculty development program. But wider discussion and consultation are needed if only to insure a sense of participation and proprietorship on the part of faculty. Thus we recommend that you appoint a faculty development coordinator for the Spring term with the task of perfecting the proposal for implementation next year.

Thank you for your attention.

WB:dla

cc: Ad Hoc Committee members, Allen, Bicknell, Chinn, Thobaben, Young

-DRAFT-
Proposal for Establishment of
A Center for Faculty Resources and Development

Introduction

In view of the central contribution which faculty make to the achievement of the goals and mission of the University, of the strong desire of the faculty for professional development and of the well attested need for and desirability of providing resources and structures to promote professional development aspirations and activities of faculty, a center is hereby proposed [established] with the following mission.

Statement of Mission

The mission of the Faculty Resource and Development Center is to promote a generous and positive conception of faculty development, to provide the structure and resources necessary to support and promote faculty excellence in teaching and scholarship, to enhance faculty professional development as teachers and scholars, to help faculty realize their own potential as teachers and scholars, and to eliminate barriers to faculty professional achievement and renewal.

Organizational Principles and Arrangements

Faculty participation in carrying out the mission of the Center is essential. The activities of the center will be organized and coordinated by a Faculty Resource and Development Director (FRDD) with the advice of [or in consultation with] a Faculty Resource and Development committee.

*The FRDD shall be a member of the teaching faculty and continue to teach at least one course per term during the period of her/his service.

* The FRDD will be appointed to serve for a minimum of two years and a maximum of three consecutive years by the Vice President for Academic Affairs on the basis of a consultative process to be determined and including participation of an FRD selection and advisory committee. The timing of the appointment shall be so as to permit an FRDC appointee to serve one-quarter time in the last term of the outgoing FRDC to insure continuity.

*The FRD advisory committee will be composed of four eminent faculty appointed by the Senate Appointments Committee from among recent distinguished professors and former FRDDs and others so as to have at least one representative from each of the colleges.

*The FRDC will report to the Vice President for Academic Affairs or her/his designee in the Office of the Vice President for Academic Affairs

DIRECTOR'S DUTIES AND RESPONSIBILITIES

The duties and responsibilities of the FRDC shall be of three general types (1. To gather information on faculty development needs; (2. to promote participation of faculty in the activities and opportunities afforded by the center; (3. to integrate the activities and plans of the center with other related activities and offices; and (4. to arrange activities and dispose of the resources and coordinate the structures of the center, including the FRDC's time and energy, so as to accomplish the mission and goals of the center. These duties are further described and specified below.

1. To seek and promote participation of faculty in the activities of the center
Minimum: *Provide notice of center activities as appropriate
 *To interview faculty of departments undergoing program review to share ideas on development needs

2. To integrate the activities and plans of the center with the related activities and plans of other organizations and offices
Minimum: *File with OAA a plan for the year's activities composed with the advice of the FRDAC and suitable for conversion to a final report at the end of the period of appointment
 *Service on Affirmative Action and other committees as appropriate

3. Arrange activities and manage resources available to the center (see below)
Minimum: *New faculty orientation
 *Teaching and Learning institute
 *Teaching and Learning seminar

CENTER RESOURCES

- *A minimum of 9/12 assigned time (and .75 FTEF position replacement) for the FRDC position annually

- *An office or suite suitable for conducting interviews, small group meetings, conducting clerical functions, maintaining files and storing materials.. It is critical the FRD Center exist in the minds of faculty as a place to go as well as an abstraction or an individual coordinator.

- *An annual budget for clerical support to provide the equivalent of 5 hours per week of clerical assistance

- *A minimum annual budget of \$2,000 for contract services, telecommunications or software to promote the mission of the center

- *An annual budget of to support . . . (POD) travel and attendance at least every other year and travel to CSU and other appropriate meetings.