



Andrew Gay &lt;gaya@sou.edu&gt;

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## Request for FPC

3 messages

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Andrew Gay <Andrew.Gay@sou.edu>

Wed, Oct 24, 2018 at 8:53 AM

To: Dave Bithell &lt;bithell@d@sou.edu&gt;, Jody Waters &lt;watersj@sou.edu&gt;

Dear David and Jody,

I know the FPC is quite busy reviewing several program T/P guideline revisions right now, but when that task is completed, Advisory Council would like to make a request.

Several faculty members have raised concerns about aspects of the FPAR completion process, and before the Senate considers any future changes to that process, we would like the FPC to review the components of concern and offer some input.

We are hoping you could review the following issues:

### **1. The on-boarding of new faculty to the FPAR process and the tools used to communicate how to complete an FPAR and why.**

We are unsure of how the FPAR is discussed during orientation. We also hear that current trainings do an excellent job of addressing the technical process of completing the FPAR, but that more training could be offered on how to actually write a good FPAR and about the meaning, purpose, and audience of the document. Specifically, we think both new and existing faculty might benefit from the distribution of sample FPARs and some kind of style guide with a FAQ. A specific question has been raised by multiple faculty about how best to communicate about activity that is in progress but not yet complete.

### **2. The deadline, review process, and feedback loop of the FPAR.**

The FPAR is currently due shortly before the Spring term ends. We are aware of some reasons for this, but others may exist of which we're not aware. We would like FPC to review the reasons for the FPAR timing and consider whether this deadline is indeed the best option. Some faculty members have suggested alternatives, including a deadline at the true end of spring term, at the beginning of fall term, or even a flexible deadline. It would be helpful to the conversation to have a better understanding about how any of these alternatives might impact faculty and administrators alike.

Related to this issue is the question of meaningful feedback. The suggestion has been raised that chairs need the end of spring to offer meaningful feedback and that directors need the summer. Some faculty report written feedback that amounts to a pat on the back and little more, raising the issue whether the work they've put into the FPAR is truly meaningful. We would like clarification about the outcomes expected from the FPAR process and whether current procedures best facilitate those desired outcomes.

Do you believe FPC could weigh in on these issues? If you could discuss this with the committee and get back to me with an idea of a timeline on which you think you could prepare a report to senate, that would be most helpful, so I can give faculty an idea of when we might schedule this as a discussion for the full senate. I don't have a deadline in mind.

Thank you both!

**Andrew Kenneth Gay** | Pronouns: he/him/his

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**David Bithell** <bithelld@sou.edu>  
To: Andrew Gay <Andrew.Gay@sou.edu>  
Cc: Jody Waters <watersj@sou.edu>

Wed, Oct 24, 2018 at 12:01 PM

Hi Andrew,

Thanks for the email and the clear outline of the questions involved. I will forward these questions along to the FPC members and will plan a meeting to address them. As you mentioned, we are currently working through P&T Guideline changes (meeting this Friday to hopefully wrap those up and send them your way!). We may be able to begin discussions on this in mid-November.

All the best,  
David

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**Andrew Gay** <Andrew.Gay@sou.edu>  
To: Dave Bithell <bithelld@sou.edu>  
Cc: Jody Waters <watersj@sou.edu>

Thu, Oct 25, 2018 at 9:53 AM

Fantastic, David. It would be great if we could bring you into discuss this with Senate sometime in early winter. I also look forward to getting the P&T guidelines. Thanks!

**Andrew Kenneth Gay** | [Pronouns: he/him/his](#)  
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