

Department of Health & Human Development

Faculty Meeting

Herrick Hall Lounge

Thursday, January 17, 2008

3:00 p.m.

PRESENT: Lisa Collins, Nancy Colton, Phyllis Dennee, Shayne Doyle, Mike Hahn, Dan Heil, Holly Hunts, Bethany Letiecq, Léhilina Marlow, Laura Massey, Mary Miles, Mark Nelson, Sandy Osborne, Lynn Owens, Adina Smith, Craig Stewart, Dawn Tarabochia

MEETING CHAIR: Tim Dunnagan

I. Opening Remarks (3:07 pm)

Tim greeted everyone to the meeting and welcomed both Craig and Adina back. He also mentioned the renovations that have been taking place in Herrick and acknowledged Milana's hard work at bringing them to pass, telling everyone to thank her when you see her. The changes have made a real improvement on spaces. There's more room for when grants and contracts people come. Lastly, he showed everyone the [HHD FTE Distribution Flow Chart](#) that he hopes will bring to light just how much of an impact HHD has and how many people are involved in HHD.

II. Delaware (Faculty Activities Database - FAD)

Tim informed everyone that the FAD survey is NOT an option and must be completed ASAP so Tim can finish performance evaluations by the end of March. Tim gave a few pointers on filling the form out:

- 1) Just open the email that Léhilina sent and click on the link (she'll send it again).
- 2) You'll need to use your MyPortal username and password. Call the Help Desk if you cannot remember it.
- 3) You don't need to type everything, you can cut and paste from your resume.
- 4) It will take you about 30-40 minutes more than before.
- 5) The survey can remain open all year and will remember all of your information, saving it all until you submit it.
- 6) You can give developers suggestions on how to improve the survey, for example, if you think they need to add something.

III. Open Faculty Positions

Along with the Exercise Science position that's currently being searched and Janis's position that is waiting to be filled, Tim let us know that Penny resigned three days ago. Arrangements were made for Wendy Bianchini to replace Penny and teach 24 credits. It's obviously too late to search to fill the position now, so Tim had to make some quick decisions and asked everyone to think about the following:

- 1) We must have at least two people in each major (we have six majors now).
- 2) Should we consider a tenure-track line in our searches?
- 3) Should we have a teaching contract?
- 4) Should we make the search for a 3-year or 5-year position?

Tim also mentioned the online Food and Nutrition course (HDFN 221)... it was filled in two days. The course was developed by Melody Anacker and in the summer it will last only 8 weeks.

IV. HHD Strategic Planning Retreat

Tim reviewed with us the tentative [agenda](#) for our meeting with Isaac Prilleltensky so that we could get an idea as to what our road map needs to look like. He also asked everyone to clear their schedules for the 14th and the first half of the day on the 15th of February.

V. Negotiations Seminar

Tim reminded us about the Negotiations seminar with Susan Dana from the College of Business, telling us that part of negotiations has to do with IDCs, but “deliverables” and time scopes can be negotiated too. He asked everyone to please come if they have time.

VI. P&T Document Review

Tim turned the time over to Mark, who told us that last time the P&T Committee reviewed the document, it took them three days to go over it. The focus on this part of the meeting was to decide on basic items so that we do not have to come back to them. Mark asked that no “wordsmithing” be done. At this point, the faculty that were present at the meeting all went through the [P&T document](#) page by page and gave feedback.

Welcome back and have a great semester!!!

Meeting Adjourned: 4:39 p.m.