FACULTY SERVICES COMMITTEE
Georgia Institute of Technology

08 February 2016
1:00 pm – 2:00 pm
Clough Room 146

Meeting Minutes

Present: Russell Clark, Amy D'Unger, Christopher Edmonds, Justin Eisenberg, Mandi Johnson, Susan Parham

Absent: Tanah Barchichat, Kristen Butler, Myrtle Turner

1. Approval of minutes from 11 January 2016

- Susan Parham noted a correction and moved to approve with that edit. Amy D'Unger seconded the motion. The corrected minutes were approved unanimously.

2. Web Governance accessibility policy update

- Amy D'Unger—Web Governance Committee
    - Web Accessibility
        - Reported that Tech is contracting with accessibility company
        - There will be no funding for web accessibility work
        - It was noted by Burns Newsome, the Compliance Officer for Georgia Tech, that some details cannot be changed because it is a federal mandate
        - It was noted that the phrase "educational or learning materials for students" seems to help define what may or may not have to be included
        - Question—if items are not in compliance, will they need to be taken down?
    - There is a proposal to fund a campus-wide web support team
        - All campus departments, but especially those without any internal support
        - The team would work only on Drupal Express pages (implantation only, not design); personal web pages (pwp) for faculty via WordPress; and plug-ins including GT Scholar

3. New Business

- New faculty orientation and resource awareness with Leslie Sharp, Associate Vice Provost for Graduate Education & Faculty Development
  - Sharp noted she is responsible for academic faculty provost information only, and defers to Monique Tavares [Associate Vice Provost for Research Administration] or Brandi Foley-Rodgers [Assistant Director of HR in the office of the Provost and Executive Vice President for Academic Affairs] for other faculty
  - Trying to build more faculty development after CETL combined with them
  - New faculty orientation was previously a 3 day event; the provost's office asked that it be shortened
    - When Susan Cozzens became Vice Provost in 2013, it went to 1 day, in addition to a teaching kickoff from CETL and a benefits fair
    - They surveyed academic faculty hired within the past 3 years and asked what they wanted to know as new faculty
      - Last year's program was the first based on that survey
    - Previously all academic faculty were invited
      - Last year was the first year Brittan Fellows and visiting assistant math professors were not included
        - These groups are at GT for only a few years
        - These groups could comprise up to 60% of the orientation attendees
        - The number of those faculty and the short time they are at Tech changes the tenor of the orientation
        - They went to those programs and said they were willing to talk to them separately
      - Focused instead on full-time academic faculty
    - They are trying to do more informal discussions
    - Also hosting information sessions for new part-time faculty
      - In fall and spring semesters
      - Usually very low turnout
      - Sometimes attended by full-time faculty, not part-time
      - Rely on schools to promote
  - It was asked if it would be possible to have new faculty orientation more than once a year
    - No, it is too labor and cost intensive
  - It was suggested that some sessions could be recorded for viewing later
  - It was noted that research faculty who eventually get asked to teach do not know about available GT resources
    - Sharp has created a list of faculty development resources that eventually will be posted on the Faculty Affairs website

- It was noted that new faculty orientation is separate from research faculty orientation but that better communications could be established between the two

4. Adjournment