

TCNJ Sabbaticals Council Meeting Minutes

March 3, 2021

Present: Chris Ault, Richard Baker, Michael Bloodgood, Elizabeth Borland, Wendy Clement, Dolores Dzubaty, Brian Girard, Taras Pavlovsky, Catie Rosemurgy, Yuji Tosaka, Jennifer Wang

1. Review and approval of minutes from:
 - a. 2 December 2020 meeting
 - b. 7 December 2020 meeting
 - c. 17 February 2021 meeting
2. Review and approval of feedback for 4 applicants who requested it from the Council
3. Assignment of members to one of three sub-councils with questions they are charged to consider:
 - a. Proposals [Chris; Wendy; Jennifer; Taras]
 - i. Should the RFP include a note about IRB?
 - ii. Should the RFP ask applicants to provide supporting information about book contracts/visiting appointments?
 - iii. Should typos and sentence-level mistakes be counted against applications? The NSF, for example, instructs its reviewers to ignore typos (see instructions video for reviewers [here](#) at 12:25).
 - b. Process [Catie; Dolores; Michael; Yugi]
 - i. Should the number of applications received by the Council be reported to applicants in the week following the application deadline? Would this information help applicants plan their research?
 - ii. Is there a deadline for requesting feedback? What should the process for feedback be?
 - iii. Should scores be provided in the letter to all applicants?
 - c. Policy [Brian; Liz; Richard]
 - i. Should the Council have a policy regarding plagiarism? [this may also be communicated in the RFP]
 - ii. Should the Council recommend an alternative process for allocating sabbaticals to new tenured (and possibly promoted) faculty?
4. Sub-councils met in breakout sessions

Catie's notes from breakout session:

- i--no because 1. Consistency w SOSA 2 info not useful to faculty—may just cause more worry and there's nothing they can do once they know 3 creates work for Council
- ii—waiting to see what we learn about iii
- SOSA does letter with Z scores, can we?
 - Taras investigating if we can and if the spreadsheet will be “program once and use forever”
 - We will run a test with the 4 candidates we are sending feedback letters to and see if the Z scores jibe with the feedback we are providing in the letters. If the scores are useful, we should use them.
 - If they aren't, we like the method we came up with this semester: a directed, rubric-based “form-like” letter and invitation to meet