**Issue # 1: Extending Chancellors Travel Funds to Fixed Term Faculty**

**From:** Sean O'Connell   
**Sent:** Thursday, April 22, 2010 11:19 PM  
**To:** Elizabeth Lofquist  
**Cc:** Richard Beam; Erin McNelis  
**Subject:** Re: FW: CTF question

Hi Beth -

I think this would be worthy of discussion in FAC.  You're right, this would probably have to come up for deliberation next year due to the timing.  With some luck, maybe we'd have time in Thursday's Senate meeting to at least make people aware that this issue has been raised.

Sean

At 11:40 AM -0400 4/21/10, Elizabeth Lofquist wrote:

HI all,

 I know it is at the end of the year and councils may not be meeting, but Steve Brown sent me the message below requesting that fixed term faculty members be included in the consideration for receiving the Chancellor's Travel Fund.  I talked with Kyle and we felt that the best place to look at this might be with one of the councils of the Faculty Senate---maybe the faculty affairs council.   I realize you are the best ones to make that determination.  Please let me know if you feel this is appropriate for one of the councils to come up with a recommendation or if you feel I need to seek other options.  The current guidelines for the CTF are at <http://www.wcu.edu/10093.asp> .

Thanks so much.

Beth

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**From:** Stephen Brown  
**Sent:** Thursday, April 15, 2010 1:05 PM  
**To:** Beth Tyson-Lofquist  
**Cc:** Linda Stanford  
**Subject:** CTF question

Beth,

 I have a question regarding the Chancellor's Travel Fund. Pasted below is the wording for it. My issue/question is if there is a firm exclusion of Fixed term faculty from funding. One of my goals has been to encourage **everyone** to be involved in some type of scholarly activity and all of our EDM faculty (Carlie Merrit, Bob Berry, and Tom Johnson now being appointed) are currently in fixed term positions. These are committed faculty that comprise an entire academic program. It concerns me that it appears they are excluded from support for sharing scholarly work. My concern is both long term and immediate. Long term I feel that they need the same opportunity to compete for support for their scholarly activities as tenure track faculty. Specifically, they need to be involved in the annual Emergency Management Higher Education Conference as well as other possible venues for developing and sharing their scholarly agendas. While these posts carry heavier teaching loads and do not have the same research/publication expectations, my position is that we should not actually discourage scholarship by exclusion from funding where the motivation is present. That does not serve them or the institution well.

Short term, all three of them and myself will be attending the EMHE conference this June. I am thrilled that Carlie and Bob have prepared a 45-minute presentation for their pedagogical developments utilizing 2nd Life. From the beginning I had told Carlie that I wanted her to apply for CTF support for her outstanding work in this area, but failed to realize that there was this fixed-term exclusion phrase. One of the great things at WCU is encouraging research on teaching and learning aa well as the other 3 types of scholarship. Carlie's work in this regard is exemplary and I believe that Tom will engage in a variety of scholarly efforts once his appointment begins. Thus my question is (1) if this is a firm exclusion under current policy and (2) if it is, how I could trigger review of this policy. Carlie's work warrants support this June and I believe others will in the future.

Thanks for any advice on this point. Below is the current phrasing:

These funds are to support research presentations (e.g., papers, poster presentations, etc.) by tenure track, tenured, and phase retired faculty members.  Funds are not intended for travel to support service as an officer of an organization, panel discussant, roundtable discussant, or panel chairperson.  **Pending fund allocation, the maximum award will be $500-$1000 per proposal.**

Thanks,

Steve

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**Issue # 2: Extending Due Dates for Chancellors Travel Funds**

Hi Steve,

  I have requested the faculty affairs committee of the faculty senate look at some other issues related to the CTF guidelines and will copy Erin McNelis on this email to put your suggestions in the mix.   Thanks for the suggestions.   If we get this discussed early in the semester in the fall, we can change the guidelines in time to implement them next year.

Beth

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**From:** Inhyuck Steve Ha   
**Sent:** Wednesday, April 28, 2010 4:20 PM  
**To:** Beth Lofquist  
**Subject:** CTF committee

Beth,

I’m sending you this email on behalf of the CTF committee.

I believe you were partially involved in email discussion when we had an issue of accepting late turn-ins in February and March this year. Part of the issue was that the spring deadline (February 1st) was too early. The fall deadline is November 1, which is almost two and a half months after class starts. Applicants are not in a hurry because they can still apply in spring even if they miss the fall deadline. However, the spring deadline is February 1, which is only three weeks after class starts. There might be a chance that people try to reserve a seat first and take advantage later by changing the conference. It might be also true that it is too early to obtain a confirmation letter by 2/1 if the conference is scheduled in May or so.

The committee has discussed this issue and all agreed to recommend that the spring deadline should be shifted to April 1 or so. In addition, we should set a no-exception policy, which means we would not consider any applications if they miss the deadline. It should be clearly mentioned in the invitation letter next time. I don’t know if April 1 would fit into other schedule in your office. The point is to move the spring deadline back a bit to allow people to find enough time to complete their applications.

Thank you for your consideration.  
    
Steve.

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