

Committee on Teaching and Research Faculty (CTRF) DRAFT Meeting #1 Minutes
Tuesday 8/27/24
11am-12pm

Meeting held on Zoom

Members in attendance: Drew Brodeur (Chair, CBC), Joe Aguilar (Secretary, HUA), Izabela Stroe (PH), Althea Danielski (HUA), Steve Kmiotek (CHE)

1. **COG Update from Committee Members Kmiotek and Danielski.** COG had their first meeting on Monday 8/26. COG discussed getting an appointee on FAP. There was mention of three big upcoming searches for Deans: Dean of Engineering, Dean of Undergraduate Studies, Associate Dean of the Global School. Nominating ballots are being assembled for faculty to serve on these search committees, and Chair Brodeur will send out a reminder for nominations after the call goes out.

The first faculty meeting of the year will happen next week. There will be an important discussion about assembling faculty search committees—who can be nominated, and who can serve.

Also, COAP is looking for guidance on promotions for research professors. We can reach out to them and say we're happy to collaborate.

2. **Annual report.** Chair Brodeur is finalizing the annual report, and he will send it out soon.
3. **Expanded sabbaticals for faculty and instructor promotions.** Chair Brodeur will resend our motion drafts out for feedback. The Committee will continue discussing these two important matters this year.
4. **Faculty loading/effort model discussion.** The Committee agrees we would be helpful in an effort to research faculty loading models across departments (collecting data, weighing in on discussions). If such an effort is undertaken at WPI, CTRF will want to be involved in it, but we aren't the right choice to spearhead it.
4. **Meeting with the Provost.** Chair Brodeur will reach out to the Provost ASAP to see if he can meet to talk about expanded sabbaticals.

The committee adjourned at 12pm.

Respectfully submitted,

Joe Aguilar
CTRF Secretary