

**COE Faculty Roles and Rewards Task Force
Minutes Sept 2, 2005**

1. Various changes to workload document draft considered (e.g., service evaluation, tentative, chair feedback, forms)
2. Dr. Chance indicated she would follow-up on whether service can be more than 40% of evaluative weight for those taking administrative duties.
3. Discussed how to deliver workload document to COE faculty and solicit their feedback. Agreed to send email to faculty with link to PDF version of document. Set deadline for Sept 30 for feedback. Agreed to meet Oct 5, 2005, to discuss feedback.
4. Dr. Chance to solicit feedback on workload document from provost.