

**Faculty Development Committee
Meeting Minutes
November 26, 2012
2:00-3:30**

Present:

- Alice Dean (Chair)
- Mao Chen (Faculty Representative)
- Jim Kennelly (Faculty Representative)
- Paty Rubio (Associate Dean of the Faculty)
- Flagg Taylor (Faculty Representative)
- Bill Tomlinson (Sponsored Research Officer)

1. The minutes of the November 12, 2012 meeting were approved.
2. The committee discussed two queries from faculty members concerning whether a particular research project proposal should be submitted as a faculty development grant, a faculty research initiative grant, or both. The committee agreed that it was not appropriate to offer such guidance to faculty; faculty should review the guidelines for such grants, and submit their proposals accordingly. The committee also agreed that it would not be appropriate to apply for both a faculty development grant and faculty research initiative grant (for the same project) simultaneously.
3. The committee also discussed in some detail the wording in the application instructions for faculty research initiative grants. Specifically, the language states that "The Faculty Research Initiative Grant may not be used for compensation or for honoraria." The committee understands this to refer to compensation or honoraria for the faculty member - not compensation for experts who may offer consulting services (for data analysis), book indexing, etc. It was agreed that the wording may need to be changed; Bill Tomlinson will research and offer suggestions and the committee will revisit this at a later meeting.
4. The committee discussed a query from a faculty member asking if it would be possible to use grant funds (either faculty development or faculty research initiative) to reimburse for expenses already incurred - before the commencement of the grant period. The committee agreed that this would be inappropriate.
5. The committee approved the wording of a budget initiative request for FY 13-14 to be sent to the Office of the VPAA/DOF. The FDC is requesting an additional \$20,000 for sabbatical enhancements and \$20,000 additional for travel to read/represent.
6. The committee concluded its review of faculty development grant applications for the Fall round. Several proposals required additional information and Alice Dean will contact them to request additional information. Once provided, the committee will finish reviewing them electronically.

7. The committee reviewed the draft guidelines/procedures for Emeritus Faculty Development Grants. The committee suggested certain additions to the draft that will clarify eligibility for such grants.

8. The committee discussed the list of student nominations for Faculty Commencement Speaker for 2013 and agreed on a short list of 4 names to be returned to SGA.

9. The meeting adjourned at 3:30.

Respectfully submitted,

James J. Kennelly