

**Faculty Development Committee**  
**Minutes of February 4, 2014**

Present: Jim Kennelly (Chair); Bill Tomlinson (Director, Sponsored Research); Shirley Smith (Faculty Representative); Flagg Taylor (Faculty Representative); Alice Dean (Faculty Representative); Paty Rubio (Associate Dean of the Faculty)

1. The committee approved the January 28<sup>th</sup> minutes.
2. The committee approved one new one-semester sabbatical leave application and one application where we requested additional details.
3. The committee was informed that faculty who are serving as administrators do not qualify for faculty development funds.
4. First review of applications for faculty research initiative grant:
  - The current description of this grant says that 4 awards are given each year. Last year we gave 5, and conceivably some years we might give fewer. Thus the committee agreed that we should change that language to be less specific about the number of awards.
  - The committee considered 4 applications. One application requested the purchase of a video camera. The committee asked that the applicant find out if the college has a video camera that can be borrowed, and otherwise the applicant could buy one with FDC funds, and it would become property of the college at the end of the funded project. The same applicant asked if a student assistant could be funded for 5 days under the collaborative research program. The applicant will be told to refer to the guidelines for the collaborative research program, which specify that the shortest period of time for that program is 5 weeks.
  - Another application asked for funds to travel to 3 conferences, which raises the question of whether such an application satisfies the guidelines of the Research Initiative Grant. The language of the guidelines is not sufficiently clear, but the committee agrees that this grant, compared with the Faculty Development Grant, should be reserved for larger, more substantive projects. This applicant will be offered the opportunity to resubmit this application, supplying additional information to explain how this project fulfills the spirit of the Research Initiative Grant.
  - A third application requested funding for the travel of a collaborator from another institution. This type of funding is explicitly permissible for Faculty Development Grants, but there is no explicit support of such funding in the guidelines of the Research Initiative Grant. The committee agreed that in this case the presence of the colleague is critical to the research, and so the colleague's travel should be funded. This is not intended to be a precedent for other grant applications; such requests will be considered on a case-by-case basis.
  - The fourth application was approved as submitted.

Respectfully submitted,  
Alice Dean

