

**Faculty Development Committee  
Meeting Minutes  
October 7, 2014**

Present:

- Shirley Smith (Chair)
- Jim Kennelly (Faculty Representative)
- Greg Pfitzer (Faculty Representative)
- Rachel Roe-Dale (Faculty Representative)
- Paty Rubio (Associate Dean of the Faculty)
- Bill Tomlinson (Director, Sponsored Research)

1. Announcements:

The Chair announced that sabbatical enhancement funds have increased from \$15K for a total of \$95K (see Paty Rubio email, September 25, 2014).

The Chair provided committee members with a document that enumerated six minor changes to the Faculty Development Handbook for 2013-2104. The Committee discussed point six concerning whether the language currently used in the description of the selection process for the Moseley lecturer (“consideration may also be given to ‘fair distribution’ issues” including “the desire for diversity of discipline, gender, and ethnic background”) should be included in the criteria for the Distinguished Faculty Service Award and the Ciancio Teaching Award. The committee agreed that it should.

2. The minutes of the September 23, 2014 meeting were approved.
3. Revisions were made to the Meeting Schedule to account for some inconsistencies in the calendar with respect to deadlines.
4. New Business:

The Chair provided committee members with an accounting of the number of applicants for the first round of the Faculty Development Grants, the International Faculty Development Seminar Grant, the Emeritus Faculty Development Grant and the Kress Family Fund Grant for Creative Pedagogy.

Committee members agreed to push back the deadline for submission of the full year sabbatical leave and sabbatical enhancement applications from October 15, 2014 until October 20, 2014 to allow candidates an extra few days to prepare their materials.

Committee members discussed the Distinguished Faculty Service Award nominees and the next steps in the selection process. There was debate as to whether nominees should be required to submit names of those who could testify to their service record, and, if so, how many. The Chair subsequently discovered (and reported in an email sent to the recording secretary for the meeting) that the following language appears in the letters that

go out to nominees: “If you accept the nomination, as I hope you will, please also include the names of two faculty colleagues familiar with your service whom FDC can contact for supporting letters.”

5. The meeting adjourned at 4:45.

Respectfully submitted,

Greg Pfitzer