

**Faculty Development Committee
Meeting Minutes
October 29, 2012
2:00-3:50**

Present:

- Alice Dean (Chair)
 - Paty Rubio (Associate Dean of the Faculty)
 - Bill Tomlinson (Sponsored Research Officer)
 - Mao Chen (Faculty Representative)
 - Jim Kennelly (Faculty Representative)
 - Flagg Taylor (Faculty Representative)
1. The minutes of the October 15, 2012 meeting were approved.
 2. The committee discussed the Distinguished Faculty Service Award:
 - Nominees have been reminded about the due date for materials.
 - All those writing for nominees have been contacted.
 - Committee will do a final review for this award at the next meeting (November 12th).
 3. There was a brief discussion of the process by which a faculty commencement speaker for the class of 2013 is selected. Paty Rubio indicated that the process is coming along (in the SGA) and that we will discuss further at a later date.
 4. The committee discussed the possibility of requesting enhanced sabbatical support funds for 2013-14 from the DOF office (via "new budget initiative" funding). The deadline for new budget initiative proposals is December 1st. The committee also discussed requesting additional Travel to Read support via the same process.
 5. There is an issue regarding the award of the International Faculty Development Grant that was approved earlier in October. The faculty member who was given the award needs additional funding in order to accept it. The total amount of the grant awarded by the FDC was (and cannot exceed) \$3,000. The faculty member needs several thousand dollars more. The committee agreed that the faculty member will need to identify additional funding or, if unable to do so, must decline the award. If this happens, and since there are no other applications that meet the requirements for this award, the committee will not give the award this year.
 6. The committee reviewed the pool of five (5) applicants for the Edwin M. Moseley Faculty Lectureship for 2014, and agreed that this represents an adequate pool for further consideration. Committee Chair Alice Dean will contact the nominees to determine whether they wish their names to go forward.

7. The committee did a preliminary review of the applications for the Fall round of Faculty Development Grants and determined that the total funding requested will fall well within the budgeted funds for this purpose for the semester. The committee will decide later whether to utilize any unused funding to increase the number of grant requests that can be funded in the Spring, or alternatively, to offer an additional number of faculty development initiative grants in the Spring.

The committee also began a detailed review of Faculty Development Grant requests (it went through roughly seven of them), and determined that a number of applications required additional or clarifying information. Chair Alice Dean will revert to these individuals over the next week or so to request additional information.

8. The committee made note of revised language, approved by the FDC last year, that did not make it into this year's Faculty Development Handbook. The main change is that grants may support the travel of a collaborator to campus to work with a faculty member. Future updates of the Faculty Development Handbook will contain this language.

9. The meeting adjourned at 3:50.

Respectfully submitted,

James J. Kennelly