

## **Faculty Development Committee**

### **Meeting of October 30, 2001**

**Present:** Beld, Cole, Hutchins, Klopchin, Ostebee, Peters

#### **Approval of Minutes:**

Amended minutes from the Oct. 23 meeting were approved.

#### **Announcements:**

- The meetings originally scheduled between Dolores and Paddy Dale (GFR matters) , and John Day (Leraas Lectures), were rescheduled.
- We learned that the new information on FDC grant guidelines and criteria is not up on the WEB yet (but is ready to be posted).
- The FDC Grant Application Cover Form as well as the Guidelines and Criteria for review will be sent by e-mail to the five Faculties this afternoon. The deadline for submission is noon Friday, Nov. 9. At that time, the original application and 6 copies are due in the Dean's office. This information will be sent in an accompanying e-mail to the faculty.
- We will be alerting the Dean's office re: the impending deadline so that they are prepared.

#### **Budget Recommendations**

The FDC reviewed the Oct. 25 draft of our budget recommendations to the dean and edited the document for content. The penultimate version of this document (incorporating all of today's changes) is being compiled and forwarded to the committee (by Jo) in time for final changes to be submitted by next Monday. Final changes will then be communicated (to Dolores) and the final document forwarded to the Dean early next week.

Respectfully submitted,  
Eric Cole