

Faculty Development Committee

Meeting of October 9, 2002

Present: Jo Beld, Elizabeth Hutchins, Heather Klopchin, Arnie Ostebee, Karen Sawyer, Kathy Shea

Approval of Minutes

Minutes from the 9/18 and 9/25 FDC meetings were moved and approved

New Business

Grant Writing Workshop

It was decided that Jo Beld would serve as moderator for the review and discussion of the FDC guidelines at the grant writing workshop held on Oct. 17th. Some of the major topics to be discussed include highlighting where the guidelines are different for each type of grant and why they are different and the coordinating of the FDC budget form with the GFR budget form. FDC members were reminded to email their individual faculties about the Grant writing workshop.

Grant Guidelines

Kathy Shea will send out an announcement over email to the whole faculty that the grant guidelines are up on the web.

Grant Reports

FDC will acknowledge receipt of the follow-up reports from the past year's grant recipients. It was decided that these reports would be archived with the Annual report. FDC will identify a paragraph excerpt from each report to be put on the web. FDC will also work with David Schodt to arrange a forum for public dissemination by the faculty recipients of Summer, TCD, and Course-released grants(from the year before.) Elizabeth Hutchins will look up the past year's Course-released grant recipients.

Other Grant Issues

Doug Schuurman encouraged the committee via a note to consider releasing the course-released grant recipients from their committee work. The FDC committee decided it does not have the power to release the recipients from their committee work, this instead is the domain of RPC. This is an issue to possibly discuss in the future.

Mellby Lectures

Posters and publicity for the upcoming Mellby lecture will be ready by Nov. 1st. It was not decided who would be the FDC member to introduce the whole evening at the year's first Mellby Lecture. This decision still needs to be made.

Faculty Manual Revisions

Paddy Dale will attend the Oct. 30th meeting of FDC to make a case for having him, as head of the GFR, an ex-officio member of FDC. The FDC committee was reminded that an ex-officio

member does vote unless otherwise indicated in the Faculty Manual description of the Committee's membership. Discussion will continue after listening to Paddy Dale on the 30th.

Future Meetings

The next FDC meeting will be on Oct. 30th with reports given from 8-8:30am and Paddy Dale speaking with the committee at 8:30am.

A reminder was given to pick up course-released grant proposals on Friday, Nov. 1st at 3pm in the Dean's Office.

Respectfully submitted,
Heather Klopchin
Faculty Development Committee