

Faculty Development Committee Meeting Minutes March 18, 2004

Present: Kathy Shea, Karen Marsalek, Kris MacPherson, David Schodt, Marty Hodel, Arnie Ostebee, and Bill Thornton

Approval of Minutes

The committee approved the minutes of both the February 26, and March 18, meetings

Mellby Lecture Nominations

Nominations for Mellby Lecturers are due in the Dean's office on Friday, April 16. Procedure of distribution to committee members and relevance of having Curriculum Vitae of nominees were discussed.

Grant Proposals

A member of the committee questioned the continued ambiguity of the language regarding the "check off" boxes on the Grant Proposal Cover Sheet and who should receive grant proposals.

There was discussion as to who should notify applicants of fate of the committee's recommendation to the Dean's Office. The chair of FDC sends a letter to all applicants and the Dean sends a letter to those whose requests have been funded with instructions on access to the funding.

Request from Released Time Grant Recipient

A request from the Department Chair of a recipient of a Released Time Grant asked the committee's permission to allow the recipient to teach one Lab Session during the recipient's semester of released time. It is understood those who receive Released Time Grants shall NOT teach. The committee learned that exceptions to this have been granted in the past, and that most of the exceptions came at the request of the recipient of the Grant. The grant recipient will be asked to submit the request to the Dean's Office and send a copy of the request to the FDC Chair.

Artist-in-Residence Eligibility for Released Time Grants

A discussion was held about "Artist in Residence" eligibility for Released Time Grants. The committee learned there are policies already in place for "Artist in Residence" for professional Development.

FDC Activities Next Year

Faculty Development activities for next year. There were not enough Summer Grant proposals to use all of the funds available for the project. Discussion about how these remaining funds could best be used generated many thoughts and ideas: possibly asking for additional proposals, funding a notable outside speaker on "Teaching and Learning", and creating funds for student research in disciplines other than sciences.

Respectfully submitted,

Bill Thornton

