

Faculty Development Committee Meeting Minutes August 28, 2003

Present: Kathy Shea, Karen Marsalek, Marty Hodel, Kris MacPherson, David Schodt, Arnie Ostebee.

Absent: Paddy Dale, Bill Thornton

New Business

Kathy Shea was elected chair of the committee; members will share the rotating position of secretary. For the time being, an 8:00 a.m. Thursday meeting time seemed to be most workable. New members were welcomed to the committee. Kris MacPherson will be serving a 3-year term, while Marty Hodel and Bill Thornton have 2-year terms.

Plans for the Year

We need a new FDC brochure to go in faculty mailboxes. Kris MacPherson volunteered to talk to the Communications office about possible design changes to the flyer.

The **Released-Time grant applications** will be due around October 31/November 3. We will organize another **grant proposal writing workshop** for early October, possibly Thursday October 9 or Friday October 10. The date needs to be checked against the Admissions calendar, as it may conflict with their Open House.

This semester's **Mellby lecture** will be given by David Wee on November 13 at 7:00 p.m. We will need to start moving on the publicity for that soon. Kathy Shea will ask Amy Kolan to nail down a date for her spring Mellby lecture.

The FDC is co-sponsoring the Provost's Sabbatical Series, and the next session of that takes place on October 29. Publicity will go up on the CILA web page, and we should arrange a link from the FDC web page.

In addition, we will need a general update of the **FDC web page** for the new academic year.

We will also plan to re-visit the question of professional development accounts.

Next meeting: Thursday September 11 at 8:00 a.m.

Respectfully submitted,

Karen Sawyer Marsalek