

Faculty Development Committee

Meeting of September 18, 2002

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

Approval of Minutes

Minutes from the September 11 meeting were examined and approved.

New Business

FDC Grant Application Revisions

Thanks were given to Jo for her work on the language of the FDC grant applications. The committee is very happy with the revisions, which will go to Lisa McDermott. Lisa will see that the updated version is posted on the web site.

FDC Brochure

A mock-up of this year's FDC brochure was available. Suggestions for revisions included:

- 1.) The names of last year's award recipients should be added, along with their faculty
- 2.) The URL should be double-checked
- 3.) Committee members should be listed alphabetically

Mellby Lecture

Charles Taliaferro has petitioned to give his lecture in the spring instead, due to his heavy publication, lecturing and teaching demands this fall. The committee agreed that February 13 would be a possible date in the spring, allowing sufficient time between Charles' lecture and DeAne Lagerquist's on March 13. Elizabeth will check the master calendar for conflicts, consult with Lisa McDermott, and book Holland 501 for Charles' lecture.

David Schodt and Paddy Dale will come to next week's meeting to talk about a faculty workshop on grant applications.

There was a request to re-think our weekly meeting time; committee members should e-mail Kathy their weekly schedules.

We began to formulate some goals for the upcoming year:

1. Make changes to the Faculty Manual language about FDC. Kathy will email Bryn Geffert, new chair of RPC, to remind him about this project; Jo will forward the suggested changes to Kathy.
2. Schedule the faculty workshop on grant applications to take place before mid-October, possibly during community time. Karen respectfully requested that she be excused from that project, as she'll be getting married!
3. Stay on top of the proposals as they come in
4. Review recommendations from the last few years to follow up on unfinished business.
5. Further educate the president about the importance of faculty development

6. Try to put more faculty development initiatives under one umbrella, or look at scheduling to minimize conflicts; perhaps create a central listing for all opportunities.

David Schodt joined the committee for the second half hour to suggest ways in which we can most cooperate with the Bush Grant. We talked about collaboration and promotion of

1. Pre-tax Professional Development Accounts, on the model of child care and medical accounts. Alan Norton will need to be consulted on tax issues.
2. Funding for Faculty Conversations
3. Funding for new faculty orientation and mentoring. This fall new faculty are meeting four times; a mentoring project is being worked out for the future.
4. Summer Institute in Technology (The Bush grant will replace previous Mellon Grant Funding)
5. Scholarship of Teaching and Learning--visiting speakers and faculty workshops
6. Just-In-Time grants for timely attention to teaching-related requests under \$500 (not to include field trips)

At this point Karen had to leave early, and Heather graciously supplied the following minutes:

1. We informed David about the check off space on the grant application cover form that allows FDC to share grant applications with CILA (Center for Innovation in the Liberal Arts) and the GFR (Government and Foundation Relations.)
2. We talked about co-sponsoring with CILA a talk on faculty scholarship and the ways that we define scholarship at St. Olaf. David will get back to FDC about the date for this discussion. David mentioned another possible opportunity for FDC to co-sponsor a CILA discussion about sabbaticals on Oct. 4th.
3. We made David aware that we plan to hold a grant writing workshop and discussed possible times of the week that would work best for faculty to attend this workshop. CILA could co-sponsor this workshop and provide food. We also informed David about FDC's plans to make the grant writing workshop not just FDC grant specific. FDC would like to invite Paddy Dale, David Schodt, and Karen Cherewatuk to speak at this workshop because of their experience with successful grant writing and with sitting on prominent grant review boards. More discussion will take place about this workshop at FDC's next meeting on 9/25 with Paddy Dale and David Schodt present.

Respectfully submitted by Karen Sawyer (and Heather Klopchin)