



Faculty Development Committee

Minutes & Follow-up

Friday, April 16, 2018, 3:30-pm

Present: Rebecca Harris, Sharon Segrest (Chair), Phil Trocchia, Nate Wadlinger (via phone)

- Rebecca drafted an award application form that we edited during our meeting.
- We decided \$500 awards would allow more incentives to be given to more faculty.
- We emphasized that these are awards, so it shouldn't be an onerous process, however there should be a brief follow-up report confirming the activity related to the award was completed.
- We decided to add Professional Development as one of the categories—in addition to Innovative Teaching and Research.
- Professional Development could include workshops, training, books, subscriptions, on-line training, association fees, and membership fees.
- Teaching Innovation can include the following: New course, new online course, use of new technology, speaker honorarium, and civic engagement.
- Only 1 award is allowed per semester.
- We talked about having the deadlines twice a year-September 30th and March 30th.
- Phil will ask Shannon about making a page for award application submissions.
- We recommend responses to award applications be completed approximately one month after the submission deadline.
- Rebecca is in touch with Amy about the money going into a special, initiative account.
- We need to ask the Dean if extra money will rollover or disappear.
- We will send the Dean the draft of the application form.
- We will bring up the awards in the April 20th meeting.