

Faculty Development Committee (FDC)
September 21, 2012

Members Present

Whitney Elmore
Kathleen Grant
Pamela Bedwell
Rebecca Lanning
Lynn Ingle

Members Excused

Monica Brown
Greg George
Chris Hill
Julie Lester
?Judy Parks?

Meeting called to order 10:08 am

Recorder elected, Lynn Ingle

Budgeted amount for travel grants for the year is \$4,250.00. The committee agreed to allocate 40% (\$1,700) of the years travel budget to Fall 2012 and 60% (\$2,550) to Spring and Summer 2013 applications. The committee is anticipating an increase in the number of grant requests next semester.

The committee reviewed and scored the grant applications.

Applicant number	Rubric score	Amount requested	Amount recommended
3	168	\$2,410	\$700
4	150	\$500	\$400
1	137	\$400	\$250
2	134	\$473	\$250
		Total Distribution	\$1,600

A motion was made (Rebecca Lanning) and seconded (Pamela Bedwell) to recommend the above allocations to the VPAA.

Applicant 3 had an exemplary application and the length of stay overseas exceed two months, therefore, the committee recommended \$200 over the traditional cap of \$500.

A motion was made and seconded to move the \$100 not allocated this semester to next semester.

A motion was made (Kathleen Grant) and seconded (Pamela Bedwell) to designate February 15, 2013 as application deadline for Spring and Summer applications. Also designate Friday March 1, 2012 at 10:00 am for the FDC to meet to review travel grant applications. Motion passed.

The committee discussed travel grant eligibility criteria for new faculty. After several suggestions a motion was made (Pamela Bedwell) and seconded (Rebecca Lanning) that the phrase "under contract for one semester" be added to the second item on the grant criteria cover sheet. Motion passed.

A motion was made (Kathleen Grant) and seconded (Pamela Bedwell) to recommend to administration that the clerical duties for the FDC grant application be done by the office responsible for coordinating Faculty Development. Motion passed.

passed (e s) Motion