

2/21/2014

Middle Georgia State College

Faculty Development Standing Committee Minutes

Members present:

- Vanessa Crump, Stephen Fuller, Stan Ketchel, Senthil Muthusamy, Ed Wallace, Laurie Walters, Dana Wyatt.

Purpose of the meeting:

- To approve the previous meeting's minutes.
- To adopt the current meeting's agenda.
- To update committee on new developments since the last meeting (old business).
- To award faculty development funds (new business).

Outcomes of the meeting:

- Crump called for corrections to the November meeting minutes. Without revisions, the committee approved them as well as the current agenda.
- Crump began old business by updating the committee regarding required changes and additions to faculty development application forms, instructions, and examples. She asked for volunteers to oversee the further development of this paperwork. The following members agreed to produce the various documents: Wyatt (conference forms), Wallace (research forms), Walters (speakers forms), Crump (Dean/Chair nomination forms & business office forms), and Fuller and Ketchel (website instructions).
- In answer to Ketchel's question about faculty applying repeatedly for monies from the committee, Crump replied that faculty could, but they were obliged to successfully show the activity carried out with the funds improved instruction.
- Walters asked whether these forms should be completed before or after the faculty

needed for the website. Crump elaborated on the need for the text to preface each of the new documents.

- Muthusamy and Ketchel both asked about the purpose of any remaining unallocated funds. The former suggested using the money for other sorts of development activities, and the latter suggested dividing the sum between departments. Crump emphasized that existing practices put any residual funds out of the committee's hands.
- Ketchel asked about the role of school departments in overseeing distributed funds, and Crump replied that the business office had this responsibility.
- Crump scheduled the next meeting for March 21.
- Crump began the discussion of new business, the recommending of funds for two applicants.