Faculty Advisory Council

Meeting Minutes: October 12, 2009

In attendance:

Amanda Boutot, CI

Mindy Lopez (Proxy for Lori Assaf, CI)

Gail Dickinson, CI

Kevin Fall, EAPS

Pat Guerra, EAPS

Gail Roat, EAPS

Michael O’Malley, EAPS

Moe Johnson, HPER

Bobby Patton, HPER

Renee’ Rainey, HPER

Dawn Robarts, HPER

Eric Schmidt, COE Division of Research and Faculty Development - Guest

Taylor Acee, CI – Guest

1. Welcome and introduction of members to guests
2. September 18, 2009 minutes were approved.
3. Report from the COE Division of Research and Faculty Development by Dr. Eric Schmidt: Amanda invited Eric to speak about what the division does and to give advice to our council to help new faculty. Eric commented about the role of the division and explained the various capacities that the division would be helping with this year. The division will have 3 main workshops this semester each addressing mentoring, vita creation, and the Presidential Awards for Excellence, respectively. Discussion followed about the mentoring workshop/seminar the division was hosting on Wednesday. Amanda commented on how timely this workshop was because of the discussion at the last council meeting about mentoring and our idea about a workshop to build T&P boxes. Eric indicated he thought we should go ahead with our plans to have a box-building workshop because the division’s workshop was going to cover general guidelines. He was asked about consistency across the departments for mentoring which includes T&P boxes. He explained that the division was there to be an advocate but it is not there to tell departments what to do or make things cookie cutter. Each department has their own unique way of doing things because of the nature of each department and programs within each department. If we have problems, then we should first go to the Personnel Committee to get clarification and if not satisfied then come to the division for help. Eric indicated he would be more than willing to come to our workshop to speak. Amanda asked if he could provide a “fact sheet” from the Wednesday Mentoring Seminar so the council could disseminate it to the faculty that couldn’t attend. He agreed and excused himself to go to another meeting.

Amanda asked if we thought our workshop should be split by department. It was agreed that we should make it a COE workshop and then split up by departments. We will ask 3-4 Personnel Committee members from each department (Moe asks for HPER, Barbara asks for CI, and Kevin asks for EAPS) to come to the workshop to show how the boxes should be prepared and answer any questions faculty might have about their boxes. Moe, Barbara, and Kevin will also bring a few of the most recent boxes that have been considered excellent in their department to show as examples. Amanda will ask Eric or Leslie to come speak at the beginning of the meeting about the COE process. It was agreed that the workshop should be held in the Fall to catch the new first year faculty before their boxes are due. The date was set for December 16th between finals and commencement. The workshop will be called “B.Y.O.B. – Build Your Own Box” and will be held from 9am-12pm. Gail Dickinson agreed to draft a flyer. Materials (one ream of paper, hanging file folders, labels, post its) to help in the process will be gathered and brought to the meeting by Lori – CI, Renee’ – HPER, and Gail R. – EAPS. One FAC member will serve as the facilitator during the “building” phase of the workshop. Amanda will secure the room and also bring a small printer.

1. Constitutional Amendments: Amanda indicated that we had a record turnout for voting on the constitutional amendments sent out. 100% of the 2/3rds voting approved the amendments.
2. Treasurer Report: Amanda brought a spreadsheet showing deposits and expenditures. We have $189.62 after the New Faculty Social.
3. White paper discussion
4. Committee reports: New Faculty Social was a huge success. Dean Barrera attended and Eric Schmidt gave a welcome. It cost $334 for the food and gifts (stainless steel travel mug) given. Many new faculty shared with FAC members how much they enjoyed it and appreciated the gift.

SCRUF – Nothing yet; Social in the works.

1. Chair Report: Amanda was unable to meet with the Dean. She will try to reschedule soon. She attended College Council’s Wednesday’s meeting. At the meeting, Nancy Schavkin from the “Center of Children and Family” spoke about their role with the University. The center connects researchers across the campus and can help in grant writing. They also have a website that can help researchers find others with similar interests.
2. White Paper discussion: none
3. There was no additional business.
4. Important dates for the Fall:

* October 12, 2-4: general meeting, ED 4040
* November 9, 2-4: general meeting, ED 4040 (\**note: this is a change from the email previously sent to FAC members; it was previously set as Nov 6)*
* December 7, 2-3:30: general meeting, ED 4040
* December 16, 9-12: B.Y.O.B. workshop, TBA

1. The meeting was adjourned. (Moe called and Gail D. seconded)