

LHUP Faculty Professional Development Committee
MINUTES
Friday, April 28, 2006
3:00 p.m.

Thomas Annex Conference Room
(Room scheduled by Beth Lawless)

Members: Jamie Foor, Tara Fulton, Matt Girton, Roger Johnson, Karen Kline, Sharon Stringer, Donald Timmons, Joby Topper

I. Approval of Agenda

- R. Johnson motioned to amend the agenda to include items discussed at the last Meet and Discuss. The amended agenda was approved by consensus.

II. Approval of Minutes of April 7, 2006

- K. Kline moved to approve the minutes of April 7, 2006. D. Timmons seconded.
Motion passed.

III. Old Business

- S. Stringer announced that she has asked the Provost twice if we would be having a dinner for grant awardees. She received no response. Given the closeness to the end of the semester, she assumes there will be no dinner.

IV. New Business- Recommendations for next year

- The following recommendations were made for next year:
 - Suggestions to keep funds from running out early were:
 - Have the committee judge the merits of each candidate's research.
 - Reduce the \$700.00 funding level.
 - Award only one \$700.00 grant per research project (e.g. if there are two presenters for the same project, they must share the \$700.00 award)
 - Recommend that temporary faculty not get funded.
 - Eliminate Annual Campus Grant in favor of increasing support to travel grant. Those who would have applied for Annual Campus Grant will be directed to Campus Grant Coordinator to look for outside RFPs.
 - Recommend that the new Provost increase funding.
 - Suggested that Small Campus Grants be renamed Research Grants.
 - Suggested that a subcommittee look over submitted applications, and that incomplete applications are not put on the agenda. Incomplete applications will be sent back to applicants so they can resubmit a complete one.
 - Would like to see a standardized format of the checklist
 - Put a budget sheet at the end of the application.

- R. Johnson will see how much was given by each department in the College of Education and Human Services. He will try to determine if funds should be split according to the size of each college.
 - It was suggested that the new committee look at the budget early to determine if any postings have been made against it.
- V. Meeting convener for fall 2006
- No meeting convener for fall was decided upon.
- VI. Treasurer's report
- Depending upon whether or not certain postings are made, the committee might be \$2000.00 over budget or \$2000.00 over budget.
- VII. Grants
- The applications below were not considered as all of the funds have been encumbered for the year. It should also be noted that four additional applications that are not on the agenda were not considered for the same reason.
 - a. Travel Grants remaining to be discussed
 - i. Allison (\$700)

 - ii. Mitchell (\$500)

 - iii. Irons (\$613)

 - iv. Khalequzzaman (\$427)

 - c. Annual Campus
 - v. Hicks (\$1500)

 - vi. Cloud (\$700)

 - vii. Musila (\$327)

The committee recognizes the considerable time and effort put into her duties by Sharon Stringer, and is highly appreciative of her exemplary performance.

The meeting was adjourned at approximately 4:30 pm.

Respectfully submitted

Matthew Girton
Secretary