

Faculty Professional Development Committee
9 May 2007
1PM, Thomas Fieldhouse Annex

Present: S. Boland, D. Gales, K. Kline, A. Kutay, T. Nesbitt, D. Roberts, D. Timmons, J. Topper

- I. Minutes from 6 April 2007 were approved (Kline, Topper)
- II. Administrative Items
 - a. Treasurer's report (Topper for Foor) – passed unanimously (Kutay, Kline)
- III. Grant Applications
 - a. Travel Grants
 - i. Bean, James (Boland, Roberts): \$408 passed unanimously.
 - ii. Cummings, Tracey (Kline, Kutay): \$644 passed unanimously.
 - iii. Matzke, Jason (Boland, Topper): \$700 passed unanimously
 - iv. Williams, Nina (Timmons, Topper): \$700 passed unanimously
 - v. Preische, Jody (Kline, Timmons): \$700 passed unanimously
 - vi. Cloud, Mark (Boland, Timmons): \$700 passed unanimously
 - b. Small Campus Grants
 - i. McMahon, Beth (Kline, Kutay): \$500 passed unanimously
 - c. Travel Grants – Second request
 - i. Jia, Dongdong (Boland, Kline): motion passed unanimously to disapprove because applicant has already received a \$700 travel grant for the academic year (10 November 2006 minutes)
- IV. New Business
 - a. Annual Campus Grants Dates – The committee decided to add another deadline for submission of Grants. Up to 2 grants may be awarded if submitted by the new due date, the Tuesday after Labor Day. Up to 3 may be awarded each in the fall and spring, as has traditionally been the case. Gales will draft an email announcement to the faculty.
 - b. The online document, “Financial Support for Professional Presentation at National or International Conference”, was reviewed by the committee and changes were made for increased clarity. Gales will make the changes.
 - c. It was decided that one email reminder concerning submission of reports will be made on June 30 and at the beginning of the new school year. Failure to submit a report will result in ineligibility to apply for funding in subsequent years. Reports will be filed through the FPDC Chair, who will pass them to the committee's report tracker. A summary report will be submitted by the Chair to administrators.

Meeting adjourned at 3:05PM.
Respectfully Submitted,

Amy Kutay, FPDC Secretary