

Faculty Professional Development Committee
26 September 2007
1PM, Health Professions Building

Present: S. Boland, R. Broomer, C. Dixon, D. Gales, A. Kutay, T. Mitchell,
T. Nesbitt

- I. Selection of Committee Chair - Gales unanimously voted as chair.
- II. Selection of Officers
 - a. TLC Liason – R. Broomer
 - b. Report Tracker – T. Nesbitt
 - c. Treasurer – S. Boland
 - d. Secretary – A. Kutay
- III. Meeting Day and Time – Wednesdays at 1PM in the Health Professions Building (conference room, 2nd floor)
- IV. Funding
 - a. \$40,000 budget as per R. Johnson.
 - b. Allocation
 - i. Travel Grants
 1. \$24,000 budgeted.
 2. Up to \$700 awarded for national meetings; \$900 for international meetings.
 - ii. Small Campus Grants
 1. \$4,000 budgeted.
 2. Up to 4 will be granted in each semester of the academic year.
 3. Unused funds will be added to the Travel Grants monies.
 4. Due dates are Dec. 1 and May 1 with rolling acceptance.
 - iii. Annual Campus Grants
 1. \$12,000 budgeted.
 2. Up to \$1,500 awarded per application.
 3. 3 due dates – 2 grants in summer, 3 in the fall semester, 3 in the spring semester.
 4. If the summer grants are not used, then 4 grants will be awarded in the fall and spring semesters.
 - c. There was discussion about finding a pool of money to help defray publication costs. Gales to poll faculty to gauge the number affected and to follow up with R. Johnson concerning this. Dixon will provide a list of journals that charge to publish.
- V. PASSHE grants RFP coming in October
- VI. Encumbering Grant Monies - Gales working on a mechanism to encumber money awarded to people who don't spend grant money before the current fiscal year ends. One possibility being investigated is having faculty encumber their own money with purchasing. Gales to work with D. Shoemaker on this.
- VII. Administrative Representative on Committee – To be determined.

VIII. Grant Applications

a. Travel Grants

- i. Campbell, Doug (Boland, Mitchell): \$700 passed unanimously. Campbell to be reminded to acknowledge LHU during his presentation.
- ii. Kline, Karen (Kutay, Dixon): \$700 passed unanimously.
- iii. Kerszberg, Annik (Boland, Nesbitt): \$900 passed unanimously. Needs dollar amount near signature. Gales to follow up.

Meeting adjourned at 2PM.

Respectfully Submitted,

Amy Kutay, FPDC Secretary

Draft