

Faculty Professional Development Committee
April 25, 2008
1PM, Health Professions Building

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

- I. Approval of minutes for March 21, 2008 and April 25, 2008 will be via email.
- II. Administrative
 - a. Treasurer's Report – \$6,212 available at the start of the meeting.
 - b. Cengiz Yakut has been voted to join the FPDC. T. Nesbitt's term has expired.
 - c. Gales is investigating using a shared folder to allow FPDC to view applications and eliminating Xeroxing.
 - d. Mitchell motioned to move funds as needed to deplete the FPDC budget. Boland seconded; the motion passed unanimously.
 - e. Mitchell volunteered to update and coordinate future changes on the FPDC website. The Committee is charged with reviewing and providing editorial comments to her. Specifically the wording for the annual campus grant RFP should emphasize research and de-emphasize reimbursement for attendance to workshops.
 - f. The importance of the report tracker's position was stressed. The report tracker next year must take full ownership of collecting and archiving the reports.
 - g. Three necessary tasks for the future FPDC chair were identified:
 - i. The chair (or other committee representative) needs to do a presentation about available funding at University Days in August 2008.
 - ii. The chair (or other committee representative) needs to better promote what is offered at the local and state level.
 - iii. The chair needs support or compensation for student help, Xeroxing, etc.
 - h. The next FPDC meeting will be held on May 9 to review the last travel and small campus grant applications that are due that day. Tentatively the meeting will start at 1pm in the Health Professions Building.
- III. Grant Applications
 - a. Travel Grants
 - i. Susan Boland (Kutay, Lammell): \$700 passed unanimously.
 - ii. Donald Leech (Mitchell, Lammell): \$366 passed unanimously.
 - iii. Sally Lima (Dixon, Lammell): \$700 passed unanimously.
 - iv. James Nesbitt (Lammell, Kutay): \$652 passed unanimously. Additional funds were provided to account for the increase in mileage reimbursement (48.5 to 50.5 cents per mile)
 - b. Small Campus Research Grants
 - i. Jason Bronner (Mitchell, Lammell): \$277 passed unanimously.
 - c. Annual Campus Grants
 - i. Joan Whitman Hoff (Mitchell, Boland): \$1,500 passed with one abstention.
 - ii. Future grants will be due Sept. 8, 2008, Nov. 3, 2008, and Mar 27, 2009.

Meeting adjourned at 2:40PM.
Respectfully Submitted,

Amy Kutay, FPDC Secretary