**Minutes: Faculty Development Committee**

March 2, 2010 (4PM@LIB216)

Present: Tracy Templeton, Daniel Kim, Dustin Walcher, Dan Wilson, Erika Leppmann, Wilkins-O’Riley Zinn

1. **Approval of last meeting’s minutes (2/16/10):**
	1. On point 4d: PPD was removed out of the list, since this is out of the FDC's purview.
	2. On point 5: The second sentence “Penny said it is usually split 50/50” was removed.
	3. On point 5: The committee adjusted the distribution of $17,500 to Carpenter II-1 and Carpenter II-2 as follows: $7,500 for Carpenter II-1 (spring term solicitation) and $10,000 for Carpenter II-2 (fall term solicitation). This decision was made based on the statistics that there are more applications in fall term solicitation than in spring term solicitation.
	4. On point 7c: The sentence was revised as “She is identifying useful links for CTL website, and SOU will be separating out Assessment from Teaching and Learning on the website.”
	5. The minutes as amended were approved.
2. **PDG application announcement and description:**
	1. PDG solicitation will be announced on March 4th, 2010. The Grant period is July 1, 2010 – June 30, 2011.
	2. Dustin commented that the research component in the description of PDG was not clear. The committee amended the first sentence of PDG description from “advance professionally and to” to “develop and pursue scholarly or creative activities, and.” As a result, the following is the full amended description of PDG.

“The fundamental purpose of the program is to provide means for SOU faculty members to develop and pursue scholarly or creative activities, and bring that advance to the University in any creative manner available. Individuals and groups are encouraged to submit proposals for projects that enhance instructional improvement or other types of professional development.”

1. **Definition of Carpenter I:**
	1. The committee revisited the current description of Carpenter I.
	2. Daniel questioned about limiting opportunities to only accredited academic institutions. The committee amended the first sentence as “Carpenter Category I funds may be used for extended study as an accredited college or university, or other professional institution.”
	3. In the fourth sentence, the exact grant period was added as follows: “The grant period runs from July 1, 2010 through June 30, 2011.” This means that each year, the year needs to be changed.
	4. As a result of the amendment made in c and d above, the paragraph of Carpenter I that goes to the grant application is the following:

“Carpenter Category I funds may be used for extended study at an accredited college or university, or other professional institution. Applicants may use these stipends to pursue terminal degrees, to update or extend academic skills, or to participate in new scholarship. Preference will be given to those proposing to study regular university courses for credit or for fulfilling requirements for degree programs. The grant period is from July 1, 2011 through June 30, 2012. For summer study, the committee will consider requests for funding for programs that begin in June, 2011, but grant funds will not be available until July 1, 2011. Grant recipients must return to full-time employment at SOU in the year following their grant award. The maximum grant for a full academic year is $5000; partial years are pro rata shares. The maximum for summer study is $1250.”

* 1. Daniel commented that the $5000 cap of Carpenter I per application is relatively large to the cap of Carpenter II, which is $750 per application. The committee decided to stay with the current cap, but to be more careful in making decisions in Carpenter I in future.
	2. Dustin commented that limiting $1250 to the summer study may not be realistic for the activities that would occur mainly in summer season. Some discussions were made, but the committee did not reach an agreement given the time. The committee decided to continue to discuss about this issue in next meeting.
1. **CTL Report:** Zinn provided the February report of CTL through email and was ready to give a presentation to the committee. The committee could not to find a time for her to present due to a large amount of discussions on PDG and Carpenter I. Her presentation will be rescheduled in April 22nd meeting.
2. **Next Meeting:** Week of April 12 to review PDG applications. Exact date is TBA.