Faculty Affairs Committee Agenda
1 October 2009
341E BH / / 8:30 a.m.

Committee members present: Kay Ann Taylor, Aaron Carlstrom, Tim Frey (chair), Jeong-Hee Kim, Ann Krueger, Sonia Esquivel, Cristina Fanning, Sam Diedrich

1. Call to order
   Welcome to new graduate student representative, Cristina Fanning
   New undergraduate representative, Sam Diedrich
   New Chair, Tim Frey
   Volunteer to take minutes

2. Motion made by Sonia to approve; second by Kay Ann; Approval of minutes – Minutes from 9/3/09 approved

3. Old business
   A. Initial input on Safety seminar for Fall 2010 – The committee discussed ideas related to evacuation plans/exit procedures (e.g. fire, dangerous intruder) and making faculty aware of those procedures. Perhaps have someone from campus police/ or local fire, etc.? Sonia volunteered to look into these ideas

   B. Updates on Status of Crisis/safety plan priorities and Dean Holen's requests -- Sonia updated the committee on the locations of current first aid kits. The question of “glow sticks” being available also was revisited. Tim will visit with the Dean’s office regarding possible funding for purchase/updating of first aid kits/glow sticks.

   C. Subcommittee reports for 09-10 awards

      2010 Excellence in Advising Award (Aaron) – Aaron will chair this subcommittee which includes Ann Krueger, Sam Diedrich, Christy Craft (previous winner)

      2010 Excellence in Graduate Teaching Award – Jeong-Hee will chair this subcommittee which includes Sonia Esquivel, Christina Fanning, and Jane Fishback (previous winner)

      Tim reported that changes approved last year will be sent to COE Executive committee as a non-voting item, then if there are no concerns, announced at the next Faculty Assembly. Also, the two awards will use the same time line for nominations and materials. Tim will work with Mary Hamel to create on-line forms for nominations and webpage links for the awards. The webpage links should be included in any e-mail/paper announcements calls for nominations. It is hoped e-nominations will generate more nominations and allow distance students more access to the nomination process.

   D. Faculty retirements this year – update from Kay Ann
She reported that retirees include Bob Newhouse, Charles Oaklief, and Charles Hermann. Kay Ann will contact them and inquire about their interest in a retirement reception.

4. New business

   A. Revisit awards for next year (Undergraduate Teaching, Service, Research)
      Tim discussed the plan for revisiting the criteria for the three faculty awards for 2011. In future meetings the committee will examine and consider any necessary revisions for those awards.

5. Other business -- None

6. Adjournment – 9:15 a.m.

Next meeting: Thursday, 5 November 2009, 8:30 a.m., BH341E