Committee members present: Kay Ann Taylor, Aaron Carlstrom, Tim Frey, Jane Fishback, Jeong-Hee Kim, Ann Krueger, Sonia Esquivel, Cristina Fanning, Lauren Aiello

1. Call to order – meeting was called to order at 8:30; introduction of new student member Lauren Aiello

2. Approval of minutes – Minutes from 12/3/09 were approved

3. Old business
   A. Report on Safety seminar from Jan. 26, 2010
      -- Sonia reported that more than 20+ faculty members attended the safety seminar. The committee commended Sonia for the program. Tim noted that there had been many positive comments from attendees on the speakers. Sonia is working with Darla to have the session presented for students as well next month.

   B. Updates on Status of Crisis/safety plan priorities and Dean Holen's requests (Tim)
      -- First Aid Kits – Tim reported that the Dean has agreed with the committee’s recommendations for first aid kits in Bluemont. There will be two kits in department/college offices on ground floor, 2nd floor, and 3rd floor. 1 kit on 4th floor, and upgraded kits for the science labs. Tim will work with Virginia and science faculty to purchase the kits. The committee will help make faculty aware of the kit locations after their purchase.
      -- Emergency Lighting – After the Dean’s inquiry, it appears that there is minimal safety lighting available and working in the building. The low lights remain on in corridors and stairwells for 30-45 minutes following a power outage. After that time the building is unsafe and faculty should not enter until power is restored.

   C. Subcommittee reports for 09-10 awards (Tim)
      2010 Excellence in Advising Award (Aaron and Tim) – committee is in progress with 3 candidates who accepted the nomination
      2010 Excellence in Graduate Teaching Award (Tim) -- committee is in progress with 4 candidates who accepted the nomination

   D. Faculty retirements this year – update from Kay Ann (if needed) – no new report

4. New business
   A. Revisit awards for next year (Service, Research, Undergraduate Teaching) (Tim)
The committee continued discussions about clarifying the criteria and particularly the examples given in the calls for nominations for both the research and service awards. Tim will bring a revised service criteria suggestion based on the discussion to the next meeting, and Jane will do likewise with the research award criteria.

5. Other business

6. Adjournment

Next meeting: Thursday, March 4, 2009, 8:30 a.m., BH341E