Faculty Affairs Committee
Minutes
4 March 2010

Present: Aaron Carlstrom, Sonia Esquivel, Cristina Fanning, Jane Fishback, Tim Frey (Chair), Jeong-Hee Kim

1. Tim Frey called the meeting to order at 8:30am.

2. Aaron Carlstrom moved to approve minutes from February 4, 2010 meeting. Jane Fishback seconded. Motion was approved.

3. Old Business
   a. Crisis/safety plan priorities and Dean Holen’s requests: First Aid Kits - Tim Frey reported that the first aid kits and accompanying signs were ordered. Once the kits are delivered an announcement will be made to the College of Education.
   b. Subcommittee reports for 2009-2010 awards
      i. 2010 Excellence in Advising Award – Aaron Carlstrom reported that the recipient was Pedro Espinoza.
      ii. 2010 Excellence in Graduate Teaching Award – Tim Frey reported that the recipient was Christy Craft.
      iii. Recipients, other nominees, and the Dean have been informed of their status on the awards. No public announcement has been made. A public announcement of award recipients will be made at a future COE Faculty Assembly meeting.
   c. Awards for 2010-2011 academic year
      i. Service Award – Tim Frey provided a written document with recommended changes for the Criteria for Nominations of the Service Award. Consensus was achieved for the recommended changes. Tim Frey will submit the changes to the COE Executive Committee.
      ii. Research Award – Jane Fishback reported on feedback from COE faculty about suggestions for Criteria for Nominations of the Research/Creative Activities Award. Ideas for changes and clarification in criteria were discussed. Jane Fishback and Jeong-Hee Kim agreed to write-up suggestions discussed during the meeting.

4. New Business
   a. Safety Seminar for 2010-2011 – no suggestions for topics for a seminar during the 2010-2011 academic year. This item will be revisited at the next meeting.
5. Other Business
   a. It was agreed that the April meeting will be conducted via email. Jane Fishback and Jeong-Hee Kim will provide suggestions for changes in the Criteria for Nominations of the Research/Creative Activities Award, and the rest of the committee will respond to the proposed criteria.
   
   b. The next face-to-face meeting will be May 6.

6. Adjournment – Meeting was adjourned at 9:30am.