

Faculty Development Advisory Committee

January 3, 2025, at 12:00 p.m. via Zoom

Meeting Minutes

Attendance: Dr. Thomas Ehrhart, Bonnie Ford, Dawn Hedrick, Linda Kapocsi, Dr. Patrick Lewis, Dr. Sahalie Mitchell, Kenya Rutherford, Dr. Rebecca Burton, Dr. Allison Venuto, Dr. Tiffany Vincent

Invited Guest: Gen Northup

- Welcome from Dr. Allison Venuto
- Updates: Spring Faculty Development Conference
 - 475 RSVPed for Spring Conference – close to the count from last year
 - We only heard back from ~5 people out of the ~25 who were requested to send a taped version of their proposal (we may want to reconsider this for Spring 2025)
 - Spring 2025 Conference - Logistics and Volunteering (Gen Northup Update)
 - Asks that volunteers check in with Gen Northup at the welcome desk when we arrive, and she will hand out the blue volunteer badge / please also checkout with Gen Northup and return badge at the end of the conference
 - Important to obtain headcounts 10 minutes into each session – keep track and report headcounts to Gen Northup before you leave
 - Volunteers will also receive a checklist and a map when we check in at the beginning of the conference
 - Signs will also be out
 - Recommended arrival time for volunteers: 7:30am
 - Patrick & Cathleen connected about room coverage
 - Reminder that room assignments for volunteer leads are available on the schedule that Bonnie put together

- Question posed from a presenter: asked about students attending as speakers
 - Committee decided not to allow students to attend the conference as presenters or otherwise
- Request from Allison: If Training and Development is not presenting at your specific division meeting, please talk to your teams about the Faculty Development Calendar (both the Spring 2025 CougarWeb home link to training and development calendar, and Events and Calendars on the lefthand side of CougarWeb)
- Reminder about Fall 2025 Speaker and Conference
 - We need to start brainstorming. Please email Allison ideas for topics and speakers.
- Question from Allison: We need to set our Spring Semester meeting dates
 - Committee decided on Fridays, preferably afternoon
- Update on Adjunct Faculty Development Conference:
 - 275 registered for this Saturday, Jan. 18 conference
 - Offering 10 concurrent sessions – each session will be repeated twice (9am, 10am, 11am)
 - Faculty have sessions that are related to being hired full time and professional development as faculty
 - FDAC members are also welcomed to attend as well

Meeting ended at: 12:18pm

Respectfully submitted by: Linda Kapocsi, Dr. Sahalie Mitchell, and Dr. Allison Venuto