FDC meeting notes

4.3.18

In attendance: Kris, Ken, Natalie, Kris, James, Susan, Martha, Shelagh, Bucky

Absent: Tracy, Carol, Tammy

1. Call to order
2. Approve minutes from 10.10.17
3. Approve minutes from 11.28.17

Ken 1st Natalie 2nd, minutes from 10/10 approved unanimously (James and Martha abstained)

Susan 1st Shelagh 2nd minutes from 11/28 approved unanimously (James and Martha abstained)

1. Public comment
2. Introductions & Announcements
3. Mentor program and mentor profiles

We have 9 mentors now

Help mentors create a profile: Create 3 examples of profiles (Natalie, Shelagh, Ken)

Proposed Summer Training: 8/22 9:00-3:00 8/23 12:00-4:00 23rd (Carol, Shelagh, Natalie)

Monthly meetings will TBD by group

1. Budget update 17/18
2. Changes to the conference request process

Suggestions for conference request travel. Create a canvas shell!

Change form to include a brief general statement that includes all of the fields

Add a statement about how the conference will contribute to current assignment

Provide 3 useful take-aways for department what they will bring back

Upload this to the website and allow faculty to submit evidence of their contribution at a later time.

1. Adjourn