**Faculty Development and Welfare Subcommittee**

March 14, 2019; 3:30 pm

UC 233

Members: Ashley Allen (SBS to 2020), Don Beken (NSM to 2019), Katie DeFiglio (ARTS to 2020), Calvina Ellerbe (SBS to 2019), Scott Hicks (Director of TLC), Autumn Lauzon (LETT to 2019, Chair), Kathy McAllister (NSM to 2020), Claudia Nickolson (EDUC to 2019), Angela Revels (AVC for Human Resources), Carla Rokes (ARTS to 2019), Laura Staal (EDUC to 2020)

1. Call to Order
2. Approval of Minutes from February 14, 2019 (Appendix)
3. Adoption of Agenda
4. Report from the Chair
5. Unfinished Business
   1. Braves Kickoff Updates
   2. Future Parking Issues
6. New Business
   1. Class Size
7. Announcements – the next meeting will be Thursday, April 11, 2019 in UC 233.
8. Adjournment

**Appendix**

**Faculty Development and Welfare Subcommittee**

February 14, 2019; 3:30 pm

UC 233

**Minutes**

Members in attendance:

Ashley Allen (SBS to 2020)

Katie DeFiglio (ARTS to 2020)

Autumn Lauzon (LETT to 2019, Chair)

Claudia Nickolson (EDUC to 2019)

Laura Staal (EDUC to 2020)

Members not in attendance:

Don Beken (NSM to 2019)

Calvina Ellerbe (SBS to 2019)

Scott Hicks (Director of TLC)

Kathy McAllister (NSM to 2020)

Angela Revels (AVC for Human Resources)

Carla Rokes (ARTS to 2019)

1. The meeting was called to order at 3:37.
2. The minutes of the January 10, 2019 meeting were approved as circulated.
3. The agenda was adopted.
4. Report from the Chair:
   1. Committee Membership Change: Nikki Agee (LETT to 2020) will be replacing Melinda Rosenberg as the LETT representative.
   2. Report from FIAC
      1. Faculty Senate is displeased that the locks are not being considered a priority.
      2. Correction-Medical protocol requires calling 911 before dialing Campus Police.
      3. Finance Committee- 8,044 student projection for next year. Put out bids for housing and should be building Courtyard 2.
      4. We have received allocation growth money.
      5. First capital campaign will begin over the summer. Town halls should focus on the needs of each department and establish focus for the campaign. March 21st is the 24-hour campaign.
      6. 6,778 students in the spring, Fall applications up 119%
5. Unfinished Business:
   1. Office Hours Policy
      1. A lot of people not in attendance at FIAC so they did not have a vote on the office hour policy.
      2. Email request from FIAC to add a stipulation that virtual office hours be conducted through synchronous technology. This addition was made to the current office hour policy.
      3. The policy was clarified so that people teaching a combination of face-to-face, hybrid, and online courses would hold 3 on-campus office hours per week.
      4. The committee voted on the revised office hour policy with 6 approving, 0 disapproving, and 0 abstaining.
6. New Business:
   1. Braves Kickoff Suggestions
      1. History section can be part of onboarding as opposed to the kickoff event.
      2. Most of the content deals with ideas and campus vision, and no actionable items are presented at the kickoff.
   2. Future Parking Issues
      1. Concern that the parking lot between Dial and Sampson may be eliminated with the construction of the new Business building. What is being done to cover this faculty parking?
   3. Compliance Training
      1. Ben Simmons says the Compliance Training will not be the same this year. The Compliance Training will probably be reduced.
      2. You can print your certificates in the Skillsoft portal.
7. The next meeting is scheduled for Thursday, March 14, 2019 at 3:30 pm in UC 233
8. The meeting was adjourned at 4:30 pm.