

Faculty Benefits Meeting Agenda

September 6, 2023

Zoom Meeting 3:15p

The meeting was called to order at 3:17p

The agenda was adopted. However, May minutes were not approved, as they were not readily available. May and September minutes will be approved at the October meeting

The Chairperson introduced herself and began the agenda.

The Benefits Committee Charge was read.

1. Review, evaluate, and make recommendations concerning those policies, procedures, and programs related to faculty benefits
2. Process applications of and make recommendations on candidates for Faculty Sabbatical leaves, Faculty Project Grants, Faculty Summer Fellowships, and other programs assigned by the Faculty Senate such as the Faculty Senate Scholarships

A Zoom poll was deployed to select the Secretary. The Chair will contact those who showed some interest.

The Faculty Development Awards were discussed: the workshops leading up to them, the budget, the timeline and the sign-up for subcommittees

Faculty Development Awards Workshops Announcement

1. Overview of Faculty Development Awards to go over the types of awards, including requirements and conditions, the application process and timeline, and how the applications are reviewed.

Wednesday, September 13th 2:30-3:30p; SU 108 (Hybrid format)

Thursday, September 14th 10-11a; SU 109 (Hybrid format)

2. Format of Faculty Development Award Proposals to go over the application format and review criteria in detail including frequently asked questions and common pitfalls.

Wednesday, September 20nd 2:30-3:30p; SU 105 (Hybrid format)

Thursday, September 21st 10-11a; SU 104 (Hybrid format)

Brief overview of Faculty Development Award Process

Last year's budget for 2022-2023 awards

Fellowships: 16 summer fellowships (\$6000 each -> \$96,000 total), 23 applicants; 14 awarded (some separations occurred)

Project Grants: 10 full project grants ((\$6000 each -> \$60,000 total), 26 applicants; 12 awarded (\$65,980 total)

Sabbaticals: 23 sabbaticals available; 23 applicants; 23 awarded

Faculty Senate Scholarships: 7 applicants; 2 half tuition and 2 half book scholarships were awarded

Current year's budget for 2023-2024 awards

Fellowships: 11 summer fellowships (\$6000 each -> \$66,000 total)

Project Grants: 11 full project grants ((\$6000 each -> \$66,000 total)

Sabbaticals: 21 sabbaticals available

Timetable for Faculty Development Application Process

October 3rd at 4:30pm –Applications due to Grace Hiles, Chair [and Dean, if applying for a Sabbatical]

October 10th -Chair [and Dean] forms are due to Grace Hiles

October 31st -Subcommittee reports due to Full Committee

November 1st -Benefits committee finalizes recommendation

November 8th -Additional Benefits committee meeting to finalize recommendations (if needed)

November 29th -Full committee report to Provost

December 20th -Provost notification to applicants

Confidentiality of Sub-Committee Membership and Sign-up

A Zoom poll was deployed asking members to rank their preference of committee membership.

Additionally, members will email the Chair to let any conflicts of interest be known

Old Business

Redesign of FDA application materials

Tabled due to Zoom complications

Changing the language of the Handbook for Summer Fellowships

The committee voted to begin drafting language to amend the Faculty Handbook to explicitly state the incompatibility of Faculty Development Award funding with external funding

Future Business

Patty Burke, Director of Benefits and Suzann Schulte, Benefits Coordinator (guest at October meeting)

Human Resources will visit the October meeting to talk about the changeover from Humana, the enrollment process, and the Benefits Fair

Future Meetings (via Zoom)

Fall 2023 @ 3:15

- October 4
- November 1
- November 8*[at chair's discretion]
- December 6

Spring 2024 @ 3:15

- January 10
- February 7
- March 13
- April 3
- May 1