Faculty Benefits Meeting Agenda  
September 5, 2018  
UC 135; 3:15pm

Call to Order – Adoption of Agenda

Benefits Committee Charge:
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

Introductions
Selection of Secretary

Faculty Development 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
   - September 6th 3:30-4:40 SC 305
   - September 7th 12:30-1:30 SC 301
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
   - September 12th 3:30-4:30 SU 108
   - September 13th 12:30-1:30 SU 108

Brief overview of Faculty Development Award Process
Faculty Development Awards granted in 2017-2018
- Fellowships: 19 applications; 18 funded (out of 18 available)
- Project Grants: 22 applications; 18 Funded ($89,999.80 recommended budget)
- Sabbaticals: 18 applications; 17 funded (out of 21 available)
- Faculty Senate Scholarships: 5 applications; 2 tuition awards and 2 book awards funded

Current year’s budget for 2018-2019 awards
- Fellowships: 15 summer fellowships ($6000 each -> $90,000 total)
- Project Grants: 13 full project grants ($78,000 total)
- Sabbaticals: 26 sabbaticals available

Timetable for Faculty Development Application Process
- October 2nd at 4:30pm – Applications due to Grace Hiles, Chair, and Dean (if applying for a Sabbatical)
- October 9th - Chair and Dean forms are due to Grace Hiles
November 5\textsuperscript{th} - Subcommittee reports due to Full Committee
November 7\textsuperscript{th} - Benefits committee finalizes recommendation
November 14\textsuperscript{th} - Additional Benefits committee meeting to finalize recommendations (if needed)
December 1\textsuperscript{st} - Full committee report to Provost
December 24\textsuperscript{th} - Provost notification to applicants

Confidentiality of Sub-Committee Membership and Sign-up

Old Business

Revision of By-laws

New Business

Define Acceptable/Unacceptable
Revision of FDA evaluation tool, application instructions, website, chair/dean letter

\textbf{Future Meetings}

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  UC 135 at 3:15 & SU 108 at 3:15 \\
  October 3\textsuperscript{rd} & February 6\textsuperscript{th} \\
  November 7\textsuperscript{th} & March 6\textsuperscript{th} \\
  (November 14\textsuperscript{th}) & April 3\textsuperscript{rd} \\
  December 5\textsuperscript{th} & May 1\textsuperscript{st} \\
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