

## FACULTY BENEFITS MEETING

September 4, 2013

SU 104, 3:15 PM

Meeting Minutes

Members in attendance: Perry Bratcher, Kimberly Code, Chris Curran, Nancy Firak, Joan Ferrante, Eric Jackson, Debra Kasel, Kajsa Larson, Marc Leone, Ausbra McFarland, Karen Mutsch, Bridget Nichols, Will Peveler, Danielle Roemer, KC Russell, Justin Smith, Jackie Wroughton, Matthew Zacate

Call to order: After determining that a quorum was present, the meeting was called to order by chair Kimberly Code. Minutes from the April 3, 2013 were approved. The meeting agenda was presented and accepted.

Selection of Secretary: Deb Kasel volunteered to serve as the secretary for the committee this year.

Benefits Committee Charge: The charge of the committee was presented.

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," which includes the Faculty Senate Scholarships (tuition and book).

To facilitate this charge, members had the opportunity to sign up for subcommittees related to Sabbatical Leaves, Project Grants, and Summer Fellowships. Committee members were reminded of the confidentiality of the subcommittee membership.

Health Advisory Committee: Wendy Wood represents the Faculty Benefits on this committee. She reported on changes in the providers for life insurance (Minnesota Life) and short and long term disability (Hartford) for 2014.

Faculty Development Awards Workshops Scheduled: Monday, September 9, 2013, Noon, MP 294 and Tuesday, September 10, 2013, 3:00 PM, MP 294

Time Table for Faculty Development Awards was presented and is as follows:

Oct 1	Proposals due electronically from applicants at 4:30 PM (First Tuesday in October)
Oct 8	Dean and Department chair's evaluation due (Second Tuesday in October)
Nov 4	Subcommittee reports due to Full Committee (First Monday in November)
Nov 6	Benefits Committee finalizes recommendations (First Wednesday in November)
Nov 13	(if needed)
Dec 1	Full Committee report to Provost (fixed date each year)
Dec 24	Provost notification to applicants (fixed date each year)

Current year's budget for 2013-2014 is as follows:

Fellowships: 15 awards are available at \$6,000 per award; \$90,000 total

Project Grants: \$56,000 available; up to \$6,000 per grant

Sabbaticals: 22 available for 2014-15. Based upon a calculation of 8% of (full time tenured plus 1/6 tenure track faculty).

The pilot project related to FDA feedback for project grant applications was discussed. Chris Curran provided an overview of the process. There was discussion on whether to require applicants to "opt in" to receive feedback for an unfunded proposal. KC Russell stated that historically the number of unfunded applicants was relatively small that feedback could be automatic for the pilot project. Chris Curran also sought feedback on the use of a workshop or mentorship format for unfunded applicants who desired assistance in submitting a successful proposal. The committee supported a presentation related to grant writing.

As there was no other business, the meeting adjourned. Our next meeting is October 2, 2013