

Faculty Benefits Meeting Agenda
October 2, 2024
Zoom; 3:15

Call to Order

Approval of Minutes

Adoption of Agenda

Old Business

- Discussed Committee Representation / Membership
- Selected Secretary – Alisha
- Chose to keep FS Benefits Meetings time @ 3pm for Fall 2024/Spring 2025
- Initiated Prioritization of Benefits to address this year
- Discussed Faculty Development Awards

New Business

- Patty Burke – Director of Benefits or other HR – Announce new Dental Coverage; Q & A session
- Announce FDA Subcommittees
 - Provide charge and timeline for subcommittees – See Appendix attached below
 - Confidentiality of Sub-Committee Membership

Future Business

- Revisit Benefits Priorities
- Develop Tuition Waiver Subcommittee

Future Meetings @ 3pm

Fall 2024 @ 3pm <ul style="list-style-type: none">• November 6• November 13*[at chair's discretion]• December 4	Spring 2025 @ 3pm <ul style="list-style-type: none">• January 15• February 5• March 5• April 2• May 7
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Appendix: Brief Overview of Faculty Development Award Process

Reminder of this year's budget for 2024-2025 awards...

We currently have a total budget of \$120,000 for Faculty Project Grants and Summer Fellowships:

- Summer Fellowships: 10 summer fellowships (\$6000 each = \$60,000)
- Project Grants: 10 full project grants ((\$6000 each = \$60,000 total)

We currently have a total of 21 sabbaticals available.

Time-table for 2024 Faculty Development Award Process

- Oct 1 First Tuesday in October, Proposals DUE electronically from applicants by 4:30 PM to Grace Hiles, Department Chair, and Dean (if sabbatical)
- Oct 8 Second Tuesday in October, Department chair/Dean's evaluation DUE to Grace Hiles
- Nov 3 Subcommittee reports DUE to Full Committee Benefits (*This is the Sunday before our next meeting*)**
- Nov 6 Benefits Subcommittee Recommendation Reports and Committee Finalization**
- Nov 13 Benefits Committee meeting to finalize recommendations (if needed)**
- Dec 1 Full Committee report DUE to Provost (fixed date each year)
- Dec 24 Provost notification to applicants (fixed date each year) – December 20th ?

Goals:

- Evaluation applicant proposals using evaluation tools
- Assess if updated FDA documents are appropriate based on the requirements of each type of FDA Award... jot down areas of improvement with evaluation tools and instructions for the FDA subcommittee you serve.
 - Ex. Are there criteria we require/evaluation within the specific FDA (i.e. project grants, sabbaticals, summer fellowships) that aren't needed?
 - Ex 2. Do we need the Not Applicable section now that we have changed the verbiage in the Evaluation Criteria to stated that the applicant "addressed" each area (meaning that they should have wrote "Not Applicable" if the area was not applicable to them.)