

**Borough of Manhattan Community College**  
**Academic Senate: Faculty Development Committee**  
**Meeting Minutes: 2-4pm Wednesday October 2, 2019 in N793**

Members Present: Miguel Castro, Monica Foust, Evelin Gamarra-Martinez, Deborah Gambs (chair), Cara Kronen, (Liason) Yolanda Medina, Thaddeus Radell, Warren Benfield, Abel Navarro, Emmanuel Paki

Members Absent: Manita Pavel

Guest: Gina Cherry (CETLS Director) and Siddharth Ramakrishnan (Director of Research)

At this meeting the following activities took place:

- Minutes from September 4<sup>th</sup> 2019 were approved
- Members introduced themselves and we welcomed Siddharth Ramakrishnan
- The Chair noted that the task of Secretary will be rotated among members
- The list of volunteers for liaison assignments was finalized
- Faculty Development Day updates were discussed, and the process and deadlines outlined
- Faculty Development Grant (FDG) coordinators and the grant process were discussed
- Possible speakers, date and location for the Joe Doctor Colloquium were discussed
- The committee heard a report from CETLS liaison
- There was a brief report on CETLS Faculty Development Fair and possible collaboration

Some details:

- Assigned **Liaisons** updated: CETLS Advisory Board (Miguel Castro), Faculty Publication Grant (Abel Navarro), WAC (Monica Foust), Faculty Mentoring Program (Yolanda Medina), Faculty Development Grant Co-coordinator (Cara Kronen), Teaching Academy (Yolanda Medina), Distinguished Teaching Award (Warren Benfield), and Adjunct Professional Development (funding was cut and no one was assigned to this activity).
- Plans for **Faculty Development Day Advanced: Co-coordinators, Date, Theme** and location established. Deadline for proposals set at October 31<sup>st</sup> and notification to applicants on acceptance set for November 15<sup>th</sup>.
- Faculty Development Grant: Possible ways of anonymizing the grant proposal review process, updating the flyer and the FDG coordination process were discussed. Also discussed were ways of featuring the work done by faculty who received the FDG.
- Joe Doctor Colloquium: Co-coordinators identified (Monica Foust and Thaddeus Radell). Date set to be the week of April 20 - 27. Location is still to be worked out, with two

possible options being Richard Harris Terrace or Fiterman Room 1306. Also discussed possible speaker, the process of getting the person here and the format of the presentation.

New Business:

- We received an update from CETLS, Teaching Academy liaison
- We also received report on CETLS (Faculty Development Fair) event and a possible venue to showcase work of Faculty Development Grant winners (who wish to participate).

Submitted to: Sarah Salm by Warren Benfield