

Faculty Development Committee
Meeting Minutes
2/2/2022 - FINAL

FACULTY IN ATTENDANCE: Matthew Chan (Computer Information Systems), Germán Garrido (Modern Languages), Ruth Guirguis (Teacher Education), Joanna Giza (Science), Yevgeniy Milman (Mathematics), Melanie Oram (Media Arts & Technology), Erica Seidel (Student Life/Counseling)

Jen Longley (Teacher Education) (Committee Chair)

MISSING FACULTY: Sahana Sen (Business Management), Lourdes Serrano (Science)

1. The Chair called the meeting to order at 2:13pm
2. Motion to Approve Minutes from the December 14 Faculty Development Meeting
 - a. Germán made the correction that Lourdes Serrano's name needed to be added to the Faculty Development Subcommittee List
 - b. Germán made the motion to approve the corrected draft version of the December 14th minutes; Matt seconded the motion; the committee unanimously approved the December 14 minutes
3. **Update on Gina Cherry's Availability** - The Chair spoke with Gina Cherry about collaborating with the Faculty Development Committee. Gina Cherry will be on medical leave for a significant portion of the 2022 Spring Semester. The Chair and Gina Cherry mutually decided that the committee would revisit Gina Cherry's collaboration with the Faculty Development Committee in the Fall 2022 semester.

4. Update on the Executive Committee Meeting

- a. The Executive Committee suggested that we present our recommendations for the Faculty Development grant as a memorandum to the entire Faculty Senate

The Chair will change the Faculty Development Committee recommendations into a memorandum format. Then she will send this memorandum to the Committee in a Google Document format for edits

- b. The Executive Committee and the Faculty Development Committee is awaiting a response from the Administration about the Faculty Senate Resolution that the Faculty Development Grant become a line item in the BMCC budget

5. Update on Joe Doctor Colloquium for Spring 2022

- a. The Chair confirmed with Provost Wong that we can offer the guest speaker an honorarium of \$2500. The whole event will last about 2 hours and the guest speaker will speak for 90 minutes. The program will include introduction/opening remarks + Q & A + Closing remarks

Each subcommittee met to discuss their initiatives. Below see the reports from each subcommittee:

6. Subcommittee Worktime Reports

- a. **Faculty Development Day/ Joe Doctor Colloquium**
(Ruth Guirguis, Yevgeniy Milman, and Sahana Sen)

- i. The Subcommittee discussed holding another Joe Dr. colloquium on either March 11 (Friday) or March 25 (Friday)
- ii. The subject for the event will be “Developing a Positive Mindset”
- iii. The Subcommittee will search for a main speaker

b. Faculty Development Grant

(Matthew Chan, Germán Garrido, Joanna Giza, Jen Longley, Melanie Oram, Erica Seidel, Lourdes Serrano)

- i. The subcommittee reviewed and revised the guidelines for the 2022 Faculty Development Grant in accordance with the changes provided by Academic Affairs.
- ii. The subcommittee decided to move the deadline for the Faculty Development Grant to Monday, March 21, 2022 at 11:59pm Eastern Standard Time in order to provide the faculty with more time to complete the application
- iii. The Chair will send updated application to Provost Wong on Wed (2/2) for his review; The Chair will ask for early March dates that would be convenient for Provost Wong and/or his designee to attend an info session for faculty members about the Faculty Development process

7. Adjournment

- a. Erica made a motion to adjourn the meeting at 3:58pm
- b. Melanie seconded the motion
- c. The motion passed unanimously

**Submitted by:
Melanie RW Oram**