**Borough of Manhattan Community College**

**Faculty Development Committee**

**Meeting Minutes: 9/2/15**

Members Present: Sharon Avni, Kay Conway (Chair), Manita Pavel (Representative to Executive Council), Jun Liang Rice, Erica Seidel (Secretary), Shalva Tskilauri

1. Commencement of meeting:
   1. Manita Pavel convened the meeting and officers were elected as follows: Kay Conway (Chair), Erica Seidel (Secretary), and Manita Pavel (Representative to Executive Council).
   2. Last year’s Final Report was reviewed and we discussed the events planned for the upcoming year. Faculty Development Day is scheduled for November 18, 2015 and the Joe Doctor Colloquium is scheduled for 4/20/16.

2) Faculty Development Grant:

1. The committee discussed ways to improve the application and review process and will further this discussion once committee members have an opportunity to fully review both. Electronic submissions, blind evaluation and inviting reviewers outside of BMCC were discussed as potential changes.
2. Funding/budget of the grant will also be explored.

3) Faculty Development Day:

1. Committee members discussed possible topics and speakers for the event. A speaker has been identified and will be invited. The tentative topic is retention, dependent on speaker availability.
2. The flow of the event was discussed and will be fine-tuned once a speaker is confirmed.

4) Joe Doctor Colloquium

1. Committee members will think about themes and speakers for the event to be held during the spring 2016 semester; a discussion will be held at the next meeting to begin planning the event.

5) Distinguished Teacher Award:

1. A preliminary proposal to reinstate this award was submitted last year and is pending approval.

Respectfully submitted by Erica Seidel