

Faculty Assembly Meeting

MINUTES

April 7, 2016

1. Call to Order

Cindy Wynne welcomed all faculty to the meeting and thanked the History/Sociology/Art/Psychology/Early Childhood folks for providing lunch.

2. Review and approval of March Minutes

The minutes from the March meeting were reviewed and approved as submitted.

3. Treasurer's Report – Ellen Oliver

The balance in the treasury is \$826.43 as of March 31, 2016. We received \$10 in dues and \$50 in support staff luncheon contributions last month, and there were no expenses. There have been additional support staff luncheon donations since March 31, so the current balance earmarked for the Support Staff Luncheon is \$480, and as of today our checking balance is \$1016.43. Ellen is taking dues payments (\$10/member for full time, \$5/member for part-time) and Support Staff Luncheon donations (\$20/member suggested). Feel free to leave your payments in her mail box and she will get you a receipt.

4. Support Staff Appreciation Luncheon Finalization – Cindy Wynne

The volunteer sign-up sheet was filled at the meeting, but others are welcome to help – contact Cindy if you can help. All tasks are being covered as delegated at our last meeting. Financially, we may be tight since last year we had plenty of supplies on hand and did not have to purchase them, but this year our supplies are low and will need to be replenished prior to the brunch. Last year it took about \$800 to put on the brunch, and we expect it to be somewhat more this year to cover supplies. Amy is still collecting donations and volunteer RSVPs.

5. SCHEV Outstanding Faculty Award – Cindy Wynne

Cindy led the group in a conversation about how to nominate a faculty member for this award for 2017. It was decided that she'd send an email to all faculty with a description of the four domains that are evaluated requesting names to be considered as candidates for nominations. The responses will be due to Cindy on April 15. She will then contact those on the list with a brief description of the work load and timing and ask who would be willing to be nominated. They would need to respond to her with a brief paragraph describing how they met the criteria in the four domains by May 2. Cindy would then put together the slate of nominees willing to be considered and email that out for a vote that would be due by May 12. She would tally the votes and announce the nominee on May 13. The candidate would then work with Joyce Taylor's office to compile the application over the summer and early fall to be submitted by the college by the fall deadline.

Submitted by Ellen Oliver, Secretary