**Academy for Teaching and Learning**

**5/2/2018 Meeting**

**Travel**: Susan R. and Theresa will work together to tweak the travel process for better understanding by faculty. The information will be added to our web site: People Soft training guides for travel and travel forms will be linked to our page to access.

The proposed funds for next year will be the same as last year,$30,000. The travel committee will meet to set guidelines for how money will be distributed and will seek representatives from the faculty overall. They will set the deadlines for fall.

**New faculty**: We will rename the program the Faculty Initiative. New faculty will be invited but other faculty will be eligible, especially people who are going to apply for continuing contract. We will ask the deans to encourage faculty to participate. Awareness we may have fewer new faculty, less the critical positions. Susan S. would like support at other campuses to solicit faculty.

A Webinar for each meeting will be provided which could be seen at each FRC.

**Handbook**: Terri has completed the handbook for nursing faculty. She will work with Steve Beard to compile one for all new faculty.

**Speakers**:

Susan R. will contact the science faculty to discuss collaborating for a speaker for the Oct. 19 Science Conference done by faculty. We might access Fulbright Scholars at a reduced cost, due to no speaker fee, just logistics.

We will need a speaker for the Colloquium. Perhaps also have a speaker attached to the Author’s Series?

Task: Send Susan R. suggestions for speakers – especially local speakers.

Suggestion: Use Eventbrite to confirm numbers or speaker events.

**Workshops:** Jeniah needs fall workshops to begin encoding by June, really ASAP!!! We will participate in Professional Development Day in January. Timing for workshops – faculty prefer online, late in afternoon….

Audrey will reintroduce workshops that have been updated.

Terri will develop workshops designed for the nursing program.

**Colloquium:**

Colloquium is established as something that will happen annually. For next year we need better communications – get more support from deans?

Suggestion: Highlights from colloquium could be showcased in some evening formats. -Jeff Bertsch Humanities funding for such. More advertising!

**Awards:** There is a possibility of having $1000 with no strings. Posters with awardees acknowledged at convocation. Criteria for vocational/college credit might be different? Marketing by the deans. Ask those who were awarded last year to serve on selection committee.

**General Structure:**  We will still meet every other week. One of those weeks will be Webex. Susan S. will propose a schedule for Fall and send it off.

**Communications:** We will look intousing outlook rules to redirect individuals to the direct academy member. Awards and Travel would be desired. Audrey will work to get a Google account for forms.

Steven Gunter will be our link to work on our website.

**Fall Workshops Suggestions:**

Kahoot. Have a calendar with month listed and workshops offered. Simplicity training necessary for faculty.

Oct. 19 Science Symposium. Contact Science folks.

Jan. Prof. Dev. Day: Technology track

Colloquium: Set date in fall to inform administrators.

**Travel Requests Information**: Due Late August

**Marc’s remarks**: Marc gave us the proposed budget numbers for next year. Also, number of peoples using FRC’s has Increased 30% from fall to spring.

School is redesigning the Student Success space.

Marc needs an estimate for supply money for each FRC. Susan S. will contact deans.

2020 TYA (English conference) proposed. The Academy will not be directly involved but will show support. College supported by printing program in past, assist with Tech Support. Explore how to plug this in with the college for future discipline specific professional meetings.

**Online Workshops:** Use television studio for assistance.

1. Timeline and responsibilities
* June: Get Schedule of Workshops to Jeniah for fall
* August Adjunct meeting - a Monday night?
	+ New Faculty orientation
	+ Travel Requests
* October: Schedule of Workshops for Spring
* January: Professional Development Day
	+ Travel Requests
* February: Requests for nominations: Distinguished faculty Awards
* April ? May? Faculty Colloquium