

RESEARCH & FACULTY DEVELOPMENT COMMITTEE
 College of Arts & Sciences
 Eastern Kentucky University

Minutes of Meeting of October 5, 2007
 11 am, Roark 107

Present: T. Gooch, S. Barracca (Alternate), C. Kulp, R. Mitchell (Recorder), T. Otieno (Chair), P. Paolucci, M. Yang.

Absent: D. Asfah-Mohallatee*, Mathew Cropper*, Bradford Wood*, Kristen Kean

*denotes prior notification of absence

1. Introductions: Members introduced themselves.
2. Robert Mitchell was elected recorder for the committee.
3. Otieno reviewed committee responsibilities and distributed the following schedule for committee activities.

		Projected # of meetings
October 1, 2007	Sabbatical leave applications and recommendations forwarded to Dean by Department chair	
October 1, 2007	<i>Faculty development grant applications due to Dean's office (fall awards)</i>	
October 5, 2007	Organizational meeting	1
October 23, 2007	Sabbatical leave recommendations of college committee submitted to Dean	1
October 30, 2007	Faculty development grant recommendations completed	1
November 1, 2007	Roark Lecture applications due	
November 30, 2007	Roark Lecture committee recommendations to Dean	3 or 4
January 25, 2008	Junior Faculty Summer Research Award applications due to dean's office	
February 1, 2008	<i>Faculty development grants applications due to dean's office (spring awards)</i>	1
February 28, 2008	Junior Faculty Summer Research Recipients Awards Announced	2 or 3
February 28, 2008	Faculty development grant recommendations completed	
March 1, 2008	<i>Excellence in research and creative activities awards applications due to dean's office.</i>	
March 30, 2008	Excellence in research and creative activities awards recommendations to Dean or Announced?	2 or 3
April	Roark Lecture presentation (End of March/ Early April)	?

4. Process for reviewing sabbatical leave applications was discussed.
5. Process for reviewing faculty development grant applications was discussed.

6. Sabbatical leave applications were distributed and the time set to deliberate and make recommendations on them set as Friday, Oct. 19, 11am, in Roark 107.
7. Faculty development grant applications were distributed. Committee members will classify each application into one of five categories and send their classifications via e-mail to by Oct. 24 to Robert Mitchell (robert.mitchell@eku.edu). Should there be significant discrepancies in the classifications, the committee will meet to resolve these at 11am on Oct. 26 in Roark 107.
8. Presentation of information on the Roark Lecture.
 - a. Call for applications for the Roark Lecture will be sent out to all faculty today (Oct. 5).
 - b. The committee will interview all finalists for the Roark Lectureship.
 - c. The committee will have to deliberate in another meeting as to whether or not to require the person selected for the Roark Lectureship to provide a presentation to the committee prior to the Roark Lectureship in order to receive suggestions from the committee.
9. The meeting ended at noon.