Faculty Development Steering Committee Meeting Minutes
2:00 pm – 3:30 pm, November 2, 2012
Washburn B Room – Memorial Union

Present: Kevin Charlwood, Ann Callies, Andrew Herbig, Courtney Sullivan, Kelley Weber,
Norma Juma, Bassima Schbley, Larry McReynolds

Dr. Charlwood asked that the group focus on the Winter Social and scheduling for February,
March and April. Dr. Charlwood asked Dr. Sullivan to take the lead on the Winter Social conversation.

- December 7, 2012:
  - For the Social’s giveaways check with Denise Ottinger, Pat Munzer, Joel Bluml,
  Bookstore, and Student Government
  - Food is ordered and paid for by VPAA office. Check last year’s Social’s catering order.
    - Some food that the Steering Committee would like to see: hot chocolate, baked brie, artichoke dip, chocolate fondue, crudité, & fruit platter.
    - Dr. Charlwood would like to ask Joan Bayens if she might provide center pieces.
  - Dr. Charlwood will bring music. Will need a CD player and possibly sound system.
  - The room has already been reserved. It is the Convocation room in Bradbury Thompson Alumni Center (BTAC)
  - Dr. Sullivan would like to use an “Icebreaker” to help people mingle. She would like to use a sort and mingle game.

- February 1, 2013:
  - Best date to focus on the new Learning Management System that is replacing ANGEL.
  - Points of contact to consider are Brenda White, Sue Taylor-Owens

- March 1, 2012:
  - Will be a focus on UBAT and “Victims of Violence on Campus” topics.
  - Lisa Jones is the main contact for UBAT. Dr. Charlwood will make contact with the Victims of Violence on Campus suggested contacts.

- April 5, 2012:
  - Consideration of the topics of personality and teaching and emotional intelligence. May use Best Training example or Meyers Briggs. More information is needed.