

# NEW FACULTY COMMITTEE

## Meeting Agenda

**Date:** Monday, February 27, 2023

**Time:** 11:00 AM

**Location:** [Virtual Meeting Room](#)

**Members in Attendance:** Erin Cue, Andria Denmon, Emily Elam, Forouzan Faridian, Christyane Melendez, Kas Metzler, Duc Pham, Vicki Rothman

### Agenda Details:

1. Call to Order & Approval of Agenda
  - a. Christyanne Melendez - moved
  - b. Duc Pham - seconded
2. [Approval of Minutes](#)
  - a. Vicki Rothman - moved
  - b. Duc Pham - second
3. Announcements/Introductions
  - a. 2 new part-time faculty participants
    - Michelle Tabencki
    - Svetlana Shigroff
  - b. Part time participants only engage in the NFI activities for 6-months
  - c. Erin Cue has requested that members identify which departments the part time faculty are associated with.
  - d. "Fun Facts" module created by Christyanne M. has been well received by the NFI participants with a lot of engagement.
  - e. Pool and fitness center currently is not staffed to allow faculty to use the facilities. Kas Metzler explained that there is a student worker staffing issue that is being resolved so that faculty will eventually be able to utilize the services. Kas will also address the comment regarding this issue that was raised by a part-time faculty member.
  - f. There are three professional development opportunities hosted by the NFC and the GPS module and training might increase the expectations and time demand on the NFI participants.
4. Update Items
  - a. [GPS Cheat Sheet](#)

- Request for 15 minute presentation, however, there is limited time before the NFI specific workshop during flex day to include it in the schedule
- Andria Denmon suggested that the HR presentation be pre-recorded and included into the module so that faculty that want to use it or have questions about it can watch at their leisure.
- Erin C. reminded the committee that all professional development should align with what the faculty need or request.
- Forouzan F. suggested that we create a resource site for GPS information while Duc P. suggested putting the information as part of the “Fun Facts”
- The committee suggests that the GPS presentation not be included due to time constraints. The committee recommended that the module be placed in the student service module in the Fall (and suggested to GPS that the module be placed in Commons)
- Motion: Move this GPS page to the student service module and suggest to GPS that the module be placed in the Commons.
  - Motion and seconded. The committee unanimously agreed with the motion

b. Recruitment Committee Members

- Tabled until the next meeting

5. Action Items

a. [NCORE](#)

- There are enough funds for faculty to be reimbursed \$3K. If enough funds are available, the pre-conference activity might be covered.
- Duc P. provided an overview of the NCORE page that will launch on Friday, March 3rd to the full-time faculty page.
- A page informing faculty on how to request business cards will be included
- Erin C. requested that the module be discussed
  - Christyanne M. moved that the module be approved and Vicki R. seconded it. The committee voted unanimously to approve the motion

b. Spring Workshops -

- Tenure Workshop - March 16th
- Foundation of Personal and Professional Well-being For Educators - Thursday, March 16th at 3:35 PM
- [Dr. Love's Workshop - March 17th @11:00am \(Zoom\)](#)

- Time was changed to accommodate the presentation occurring in Orange County at the Promising Practice Showcase
  - Distribute information to new faculty
    - Erin C. made a motion to distribute the workshop information to the NFI participants and it was seconded by Christyanne M.. The motion was unanimously approved by the committee
6. Discussion Items (if time)
- a. [Promising Practices Showcase](#)
  - b. Mentor Meetup/Classroom Observation
  - c. Benefits workshop - June
  - d. [Recruitment Committee Members](#)
    - Email to 2nd Years
      - Erin C. will email the second years and include a flyer.
    - Department Recruitment
7. Comments
- a. Next meeting discuss Service Fair (April)
8. Adjournment
- a. 12:26 PM
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