

Executive Committee meeting minutes

Meeting called to order by Art Crawley, LSU on Saturday, March 9, 2002 at 2:10 pm, at Kate Brinko's house.

Attending: Art Crawley (LSU), Jessica Somers (UGA system), Karen Adsit (UTC), Hazel Harris (Furman), GUEST: Kate Brinko (ASU)
Absent: Milton Ready (UNC-Asheville)

Art thanked all for coming and for their service over the past year.

Kate reviewed the program for 2002 Sharing Conference. Highlights and needs for the meeting are as follows.

The sharing conference begins at 11:00 am on Sunday, March 10, 2002. Participants will meet at hotel registration area for the Newcomers Luncheon. Lunch will be at Red Onion (people with cars will caravan down). SRFIDC will pay for newcomers lunch. NOTE: ASU will not be attending as they will be setting up for the conference.

A list of attendees was handed out. New people attending were identified.

Registration begins on 12:30 pm on Sunday. We need to try to get people back from lunch in time. Registration will be downstairs in Conference Center.

At 1:00 pm Art will begin conference with a welcome; Kate will also welcome and give any housekeeping announcements.

The sessions and breaks were outlined. Goodie bags will be given instead of having food at the breaks (to reduce expenses).

Dinner will be held at the Chancellor's house (walk down from conference center).

NOTE Reminder: Must send thank you letters to Chancellor and all others from organization.

On Monday, the continental breakfast begins at 8:30 am. The keynote address will begin at 9:00 am and Kate will introduce speaker.

The Business Meeting and T-shirt exchange will be over lunch from 12:00 – 1:30 pm. Drawings for prizes will also be given.

Monday afternoon, there are some sharing sessions and two additional full conference sessions (Brinko and Crawley & Panvini), Free time is from 4:30 – 6:30 before Night on the Town. Linc. Fisch will be leading a Songfest after NOTT.

The Executive Committee (old and new institutions) will meet on Tuesday from 7:30 – 8:30am. Breakfast will run from 8:30 – 9:00 am.

Concurrent sessions (Keith & Pingree) will run from 9:00 – 10:15 am and the General Sharing Session (Jessica will facilitate) will run from 10:30 – 12:00 pm. Linc. Fisch and Co. will present Readers Theater from 12:00 – 12:15 pm. Art and Martha Wicker will wrap up the meeting with a summary and promo for next year's meeting at Clayton State University.

Awards honoring Hazel Harris and Linc. Fisch will be given during the Honoring the Past presentation by Panvini and Crawley.

Financial/Treasurer's Report College

New Institutions (2002):

Savannah State, University of Alabama, University of South Florida, Clayton College and State University; Maryville College; Tri-County Technical College.

Institutions Not Renewing this past year: College of Charleston, Lynchburg, Delta State University, Georgia College and State University; Louisiana Tech University, Mary Washington College, Oakwood College, Spring Hill College, University of Georgia.

38 institutions at highest point—22 institutions last year, 15 paid institutions now; LSU (16); Harvard (17); So. Florida (18);

Last year: 22 members

6 new members, lost 9

15 paying members

Still awaiting fees from three more institutions

Balance 3/7/02: \$17,473.09 (still expecting more income and conference expenses)

Last year's balance at this same point in time: \$19,944.53

Expected conference costs: no more than last year's.

Last year's conference costs: \$9,660.90

Issues for SRFIDC survival

The meeting time: is it good? February/March

Financially we're good, but not member-wise

High was in Kennesaw—38 members

Competition in this time frame: Lilly Conference (February), LSU/THE (Baton Rouge) conference in April

Question: Are these conferences (and others) impacting ours? There is a lot more choice now.

Should we look at ways to combine with other conferences? Next year's conference is in Clayton—outside of Atlanta. Might be a good time for a restart?

For this year we mailed postcards to the POD directory labels. Full conference information packets to selected groups (SRFIDC members--past and present--and others).

For next year: Try to get the mailing list (for southern states from IATS [Lilly]. Or can we go together? How would we split the money? Maybe consider either overlapping a day or consecutive days. Need to talk with Martha and see and also follow up
Hazel disagrees: Combining maybe the beginning of the end...Maybe follow up and do it after 2003—take some time to see what happens. Explore some options and continue talking about what to do. Do not change for next year.

We need to identify past members and see if they can get sent/surveyed—why?
Kate: agrees with Hazel...combining meetings may be the demise. The Lilly Conference is about teaching, SRFIDC is about faculty development and managing that effort. We need to also serve a different thing: consultation, nurture, etc. A difference that needs to be made.

Jessica: How do we reclaim our identity? Focus on our centers and people that make those centers happen. If we hold our meeting adjacent/in conjunction with Lilly, the distinction might be blurred.

Focus on asking each member to recruit an additional member and try to get them to come to next year's meeting.

Topic Ideas for next year's program:

- Starting and sustaining centers
- Managing staff and being a director
- Doing it on a shoestring
- Workshop development
- Director responsibilities
- Need specific sessions for directors
- Budget models
- Hiring
- Writing annual reports
- Seminars to go—roundtable discussion—packaged seminars
Most attended seminar
- Director's symposium track

Stay with March date. Wait on Lilly. Move with caution. On any of this.

The Bylaws need changing:

- Institutional and Individual membership really needs to be changed
- Take out lodging from membership dues (too complicated to figure and to register for the meeting).
- Institutional membership fee covers registration fee, materials, etc. (dues, conference fees)

- Membership dues covers: everything except lodging and individual meals that people want.

Members would make own hotel reservations..

Institutional memberships fees (\$250.00), they can call it a registration fee.

Art: Do we still need to call it “Membership Dues and Conference Registration”?

Should we only give membership to people that don’t have a center? Center Membership fee? Should we certify faculty development centers? Decision: NO.

Will institutional membership still be for two people to attend conference? Yes. Then do we get questions about how can I be a member without coming to the conference?

Should we have individual membership?

Can’t we be a consortium of institutions and individuals?

Art will bring this issues up at the business meeting for discussion. Also will mention that Adsit will make proposed changes to the bylaws to add a membership class for individuals. New bylaws will be presented to the members at next years meeting for a vote. Bylaws changes also need to include separation of the Secretary/Treasurer positions.

For now the dues to be proposed will be:

- \$175 for individual membership – proposed
- \$250 for two people
- One vote for per person
- Individuals serve on the executive committee, not institutions.

Other items of discussion:

We need to be able to take credit cards. Jessica will investigate associated fees and will also research how to move some funds (\$5,000 or so) into a CD, money market or investment account. We need to be able to take both Visa and American Express (most purchasing and travel credit cards are of these types).

Jessica will also research keeping one account and just change signature when treasurers change. Jessica will call Bill Linstrom to see what we need to do for taxes.

Also, can we look into doing a salary survey for faculty developers across the south? Include in the survey what people do (functions), at what level and how much they get paid. Might also want to include something that begins to look at best practices of faculty development centers. Art will ask Darlene and Allison (Vanderbilt) about seeing if a graduate student from the PFF grant could do a survey.

Review of terms for the Executive Committee:

- Furman: 1 more year (2000 – 2003)
- Asheville: going off (1999 – 2002)
- UTC: 2 more years (2001 – 2004)
- UGA: (2001 – 2002) 1 year to replace Art
- LSU: Chair of Executive Committee (2001 – 2004)

Need to elect to replace Asheville (2002 – 2005)

Need to elect to replace UGA (2002 – 2005)

Art will ask Appy Stat, Vanderbilt, USF and Clemson if they are willing to run for the Executive Committee.

The Executive Committee meeting was adjourned at 5:42 pm.

Submitted by Karen I. Adsit, Secretary.