College of Education FDRC Meeting

September 7, 2016

MINUTES

Present: Robert Davis, Chad Depperschmidt, Ed Harris, Sue Jacobs, Brian Poncy, Juliana Utley, Hongyu Wang, and Qiuying Wang

Dr. Harris called the meeting to order, and introductions were made by all.

Approval of Last Meeting Minutes
Dr. Qiuying Wang motioned to approve the March 30 minutes. Dr. Jacobs second the motion and the motion passed.

Purpose and Charge of FDRC
Dr. Harris presented a document that gave the responsibilities of FDRC, which were taken from the College of Education Faculty Handbook. Discussion was held about the vague responsibilities listed. It was decided that Drs. Harris and Utley would work on making it a more meaningful and detailed document. They will send it out for the committee to review then discuss at our next meeting, and then send to LT for discussion and approval.

Faculty Award Dates and Clarification
A document was shared with the committee of the various COE Faculty Awards Timeline, which after review, a few minor corrections were made to update it. Ideas were tossed around on how to get faculty to submit material. A few of the ideas were to send out an FDRC newsletter that includes faculty awards and reminders of due dates, create a check list for faculty to use as they put their nomination material together, create a check list for someone to check to make sure everything is in the nomination packet when it is submitted, and FDRC representatives get the word out to their faculty and school heads. A suggestion was made that the committee needs to develop a form letter/template for those who applied but didn’t get it, including encouragement for them to reapply.

International Advisory Committee
At one point last year, a discussion was held regarding whether or not the IAC belonged under the FDRC. The consensus of the discussion held on the September 7 was that it likely does not belong under FDRC. Dr. Harris will bring it up in a Leadership Team Meeting to discuss and get their feedback.

Establish Future Meeting Times
Fall semester meeting dates for FDRC will be: October 5, November 2, and December 7. All will be from 3:30-5:00pm, in 333 Willard and 2403 Main Hall at OSU-Tulsa. At one of these meetings, once everyone knows what their teaching responsibilities are, the Spring meeting dates will be determined.

Other
No other business.

Dr. Harris adjourned the meeting at 4:35pm.
Minutes prepared by Brenda Brown.