

NEW FACULTY COMMITTEE

Meeting Agenda

Date: Monday, October 7, 2024

Time: 11:00 AM

Location: [Virtual Meeting Room](#)

Agenda Details:

1. Call to Order & Approval of Agenda
 - a. *Meeting called to order at 11:18am.*
 - b. *Motion to approve made by Poy Y.*
 - c. *Second made by Clay B.*
 - d. *All in favor.*
2. [Approval of Sep 23, 2024 Minutes](#)
 - a. *Motion to approve made by Poy with the updating of the Minority Conference link.*
 - b. *Second made by Clay B..*
 - c. *All in favor.*
3. Announcements/Introductions
 - a. [Budget Meeting](#)
 - *Erin met with Abigail O. to discuss the final budget and explain how the budget might fluctuate throughout the year.*
 - *Hanna requested that food orders be placed at least 1 month out.*
 - b. EEO Grants Meeting w/HR
 - *Final proposal/budget to invite Dr. Bettina Love was sent to Tre'Shawn HR.*
 - *PDC Meeting update*
 - *Clay and Erin attended PDC meeting to propose that Dr. Love be our keynote speaker for Spring Professional Development Day.*
 - *Committee discussed some of the comments/questions that were raised by the PDC committee (such as splitting workshop into workshop and Q&A, Hyflex, and whether travel funds are included in total).*
 - *Erin & Clay will plan to send a reply email to Dr. Love's assistant based on the feedback received from both committees.*
 - c. SMC Amazing Race thank you cards

- The committee was shown a copy of the thank you card that was shared with all the departments/programs that participated in the New Faculty Amazing race.



d. Invitation for Cohort 2023 to join NFC

- Special thanks to Poy for sending an email to Cohort 2023 to recruit more new faculty committee members. The committee had to cohort members to respond stating they are willing to help the committee but unable to attend committee meetings. The committee will keep them in mind for future events.

e. Internship

- Erin updated the Internship Program leaders on the feedback the committee provided to HR regarding their thoughts about the program (e.g., summer opportunities, diverse mentors, including classroom observations and questioning how this might impact part-timers).

b. Action Items

f. Student Services Center Tour - Friday, October 18th

■ Menu

- Hannah has ordered Mendocino Farms.

■ Jason/Chairs

- Jason has agreed to allow new faculty to visit the chairs meeting briefly on their tour.
- Jenna is going to be the leading student services tour in Vicki's absence and Daniella will also be present.

g. Mentoring Meet & Greet - Friday, Nov. 15th

■ Flyer

- *Committee reviewed the flyer. Some questions that were brought up by the committee were should we ask candidates about what year they are in the tenure process and can probationary faculty participate. Committee also suggested that the approved flyer should be sent to the faculty all list.*
 - a. *Motion made by Clay B.*
 - b. *Second by Koda K.*
 - c. *All in favor.*

■ Canvas announcement, Module and Invitation

- *Postponed until the next meeting.*

4. Discussion Item

■ [Betting Love](#)

■ *Item postponed until the next meeting.*

b. New Faculty (Thanks)giving - Friday, Dec. 6th

■ (Need Co-Lead)

■ *Item postponed until the next meeting.*

5. Comments

- a. Next Meeting: Monday, October 21st at 11:00am - Online only

6. Adjournment