

NEW FACULTY COMMITTEE

Meeting Agenda

Date: Monday, September 9, 2024

Time: 11:00 AM

Location: [Virtual Meeting Room](#)

Agenda Details:

1. Call to Order & Approval of Agenda
 - a. *Call to order the meeting at 11:11am.*
 - b. *Motion: Forouzan F.*
 - c. *Second: Vicki R.*
 - d. *All in favor - Present: Erin Cue, Forouzan Faridian, Vicki Rothman, Daniella Washington, Poy Yamada, Clay Barham (Interested Party)*
2. [Approval of Minutes](#)
 - a. *Motion: Vicki R.*
 - b. *Second: Forouzan F.*
 - c. *All in favor*
3. Announcements/Updates/Introductions
 - a. *Enrollment*
 - *Erin reported that we currently have 6/8 Full-Time faculty enrolled in NFI and 3/47 part-time faculty. The committee is off to a good start with recruitment and will discuss additional recruitment strategies at upcoming meetings.*
 - *Vicki and Daniella volunteered to reach out to the full-time faculty who have not enrolled into the program.*
 - b. *EEO Grant Proposals*
 - *Forouzan discussed the mentoring proposal that was created to present to HR.*
4. Action Items
 - a. SMC Amazing Race - Friday September 20th
 - [Amazing Race Cards](#)
 - Participants
 - Volunteers
 - Canvas

- Erin updated the committee on the progress of the Amazing Race on behalf of Marybeth M. who has been co-leading this event. Most of the departments who participated last year have agreed to participate again. We have also secured a shuttle.
- Committee created another option if Dr. Jefferey was not available for the Amazing race which would involve asking her to create a video, new faculty meeting with Jason Beardsley, and canceling the shuttle.

a. Erin will email Jason (CC' Rebecca Weiland) to inquire about availability. Next Event: Student Services Center Tour - Friday, October 18th

■ Announcement

- Announcement was sent out on Friday.

■ Module

- RSVP included in the module and calendar invite. The Information page will be updated this week.

5. Discussion Item

a. Start Brainstorming Goals

- Committee brainstormed goals for this year which will include goals from last year and also a NFI Reunion (for past participants), which will involve gathering feedback on their experience and additional suggestions for the program. This idea was recommended by Forouzan. Daniella also suggested ways to pitch the event to encourage more new faculty to come.

b. Recruit New Faculty Committee Members (Cohort 2023)

- Poy will lead the efforts for recruiting new faculty to join the committee. She is in the process of drafting an email that will be shared with the chair of the committee this week and a draft will be brought to the committee for review.

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

- Forouzan agreed to co-lead the mentoring meet & greet and will work with Erin on this event.

d. [Calendar - Meeting & Event Dates](#)

■ Meeting Room reservation

- Erin will reserve a room in the SSC building for committee meetings.
- Forouzan asked if an event calendar could be shared on the Canvas page for new faculty and in the invitation to join NFI.

- *Vicki announced that the benefits workshop was approved for January 17 - 11-12:30PM and she will send out an invite to the entire campus but make sure to share that the workshop is designed for those early in their career at SMC.*

6. Adjournment

- a. Next Meeting: Monday, September 23rd at 11:00am
 - *Meeting was adjourned at 12:16pm.*