New Faculty Committee

Meeting Agenda

Date: Monday, March 11, 2024
Time: 11:00 AM
Location: Virtual Meeting Room

Agenda Details:

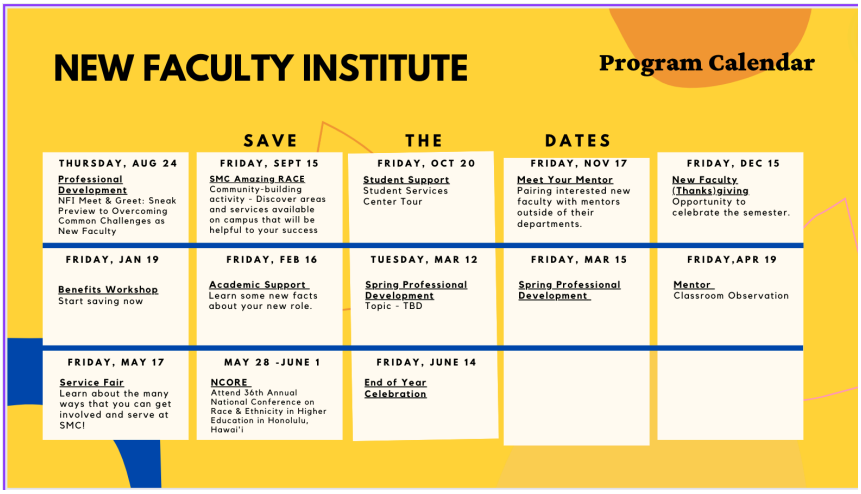
1. Call to Order & Approval of Agenda- Forouzan made a motion, Andria seconded , all in favor.
2. Approval of Minutes- Christyanne made a motion to approve, Vicky seconded.
3. Announcements/Updates/Introductions -
    - Erin had a birthday on International Women's day!
4. Discussion Items
    a. Adjunct Committee - Cathy from the adjunct committee suggested the NFC consider allowing part time faculty the ability to join throughout the first few semesters instead of the first semester since it's more difficult for the part timers to join the first semester. The committee agreed to change the language and worked on re-creating the part-time welcome email to incorporate this new decision.
    b. Personal Message - the NFC will discuss drafting personal emails to those who have not participated in NFI at our next meeting. Erin also mentioned connecting one new faculty member who reached out to her with a mentor.

5. Action Items
    a. Mentor Budget Form
        - Mentor budget was completed by all mentors except for one. Erin will submit stipends this week.
    b. Spring Professional Development Day
        - Heather Archer- Marybeth and Erin met with Heather regarding the presentation. Marybeth and Andria agreed to help support the in-person session. Erin will send a message to Jermaine to update him on the plan for the workshop and to see request representative from PAA.

- NCFDD- designed around the EED grant but we're ensuring that all NFI participants can and should attend. We are opening it up to all new faculty and past participants. It will be Friday Mar 22, 2024 .
    - Create Flyer -NFC reviewed the flier from NCFDD and the message from NFI and worked on the wording for the message to new faculty. All inclusive wording that was drafted by Emily will be included in the final post to new faculty: *The New Faculty Committee invites ALL participants of the New Faculty Institute to attend this spring development workshop. Even if you don't identify as an underrepresented faculty member, this workshop is meant for you. It's an opportunity to learn inclusive practices, celebrate diversity, and build a community. Attending equity training as allies is crucial for understanding systemic biases and privilege, amplifying marginalized voices, and creating inclusive environments where everyone can thrive. Let's embrace our true selves and learn about our community and cohort in a safe space.*
      Erin will continue working on this.
    - Erin will create Outlook invitation for 1st-4th year faculty.
    - Food - Committee chose Casablanca taco bar for lunch.

c. Conferences
    - NCORE & AERA - Daniella and Erin updated conference module (which included both NCORE and AERA). One new faculty member had signed up and and committee agreed that attending the chairs meeting would also be a good way to recruit. Daniela and Erin will meet to discuss when and where the lunch will be. Jamar has also agreed to join us for lunch at NCORE. Marybeth suggested having the mentors speak directly with their mentees about attending encore. All were in favor of reaching out to Dept Chairs and mentors to encourage their mentees to attend.

d. Upcoming Events: April - Classroom Observations ; May - Service Fair - We need help recruiting people to attend the service fair as a vendor to discuss their office and what they do and how they can support new faculty.



6. Adjournment - Meeting adjourned at 12:15.
    a. Next Meeting: Monday March 25th has been canceled and moved to April 1st. Daniella and Erin will meet to continue to work on NCORE before the next meeting.

([Upcoming Meeting/Events])