

**Minnesota State University Mankato Faculty Improvement and Sabbatical Committee
Meeting Minutes, Tuesday, August 19, 2014**

- i. Members Present: Amy Hedman (Chair), Rosemary Krawczyk, Kari Much, Jim Rife, Elizabeth Sandell, Kristin Scott, Gwen Westerman
- ii. Brief introductions were exchanged.
- iii. FIG and sabbatical materials were provided to committee members. The purpose of the committee was read. A brief overview of the committee's responsibilities was reviewed.
- iv. Discussion
 - a. It was decided that if possible, it would be most efficient and preferred to include the administrative members (Dr. Greer and Dean Retherford) of the committee for meetings in which proposals/applications are reviewed and discussed.
 - b. Provost Wells has requested to meet with the committee. The committee welcomes the opportunity to meet with the Provost and decided that it'd be best to have a special meeting scheduled for this purpose, rather than wait until we have a scheduled work meeting.
 - c. Beth requested that a group picture be taken.
- v. Upcoming important dates were shared:
 - a. Tuesday, August 19
 - 12:15 to 1:30 Luncheon in Heritage Room
 - 3:00 to 5:00 Faculty Association General Meeting in Ostrander
 - b. Sabbatical Applications
 - i. Due 9/5/14
 - ii. 11/4/14 FIG & Sabbatical Committee begins review
 - iii. 11/24/14 FIG & Sabbatical Committee forwards recommendations to Provost and Senior VP of Academic Affairs
 - c. Fall FIG proposals
 - i. Due 10/3/14
 - ii. 10/10/14 FIG & Sabbatical Committee begins review
 - iii. 10/31/14 FIG & Sabbatical Committee forwards recommendations to Provost and Senior VP of Academic Affairs
 - d. Spring FIG proposals
 - i. Due 3/20/15
 - ii. 3/27/15 FIG & Sabbatical Committee begins review
 - iii. 4/17/15 FIG & Sabbatical Committee forwards recommendations to Provost and Senior VP of Academic Affairs
- vi. Next meeting: to be determined.

Respectfully submitted,
Amy S. Hedman