

**Minutes (Not approved)**  
**Faculty Advisory Committee Meeting**  
January 20, 2023  
Zoom

1. **Call to Order:** 11:02
2. **Welcome and Introductions:** Renee Martin, Gail Fredericks, Molly Pfaff, Mary Morehouse, David Kobb, Dave Swan, Steve Ott, Marty Adams, Jenny Ott, Theresa Shane, Erin Shufro, Halea Kasishke, Philipp Jonas, Bill deDie, Cynthia Schauer, Joe Brady, Meredith Holland, Jon Stasiuk, Jim Ratliff, Nicole Bennett
3. Will approve minutes from Dec. 16, 2022 in February
4. **Business:** FERPA Instructional Sub-group
  - a. Goal: look at faculty survey, develop instructional perspective FAQ/training topics, look at what other HEd institutions are doing, compile info for Paige and Sarah Hubbell and legal, final report to ALC in May/June.
  - b. **Chairs: will distribute FERPA surveys to their faculty in the next week or two.**
5. Winter Summit feedback (compiled and presented by Halea)
  - a. Mostly positives: breakfast, seeing colleagues, well-organized, good variety. 96% said there were sessions of interest to them
  - b. Requested repeats: technology (outlook, AI/chatGPT) and leisure/wellness (physical activity, mental health, new hobbies)
  - c. Negatives: Wanted longer sessions, shorter breaks.
  - d. Staff requests: part-time years of service, full day for staff, professional skills, outside keynote speaker
  - e. **For future Summits, FSC needs: More faculty responses to the surveys, to know what specific kind of pedagogy sessions faculty want, more Faculty volunteers to demonstrate their pedagogical strategies**
6. April 28 Summit
  - a. Session ideas: Kickball (Steve O), Group Run (Meredith H), Soap/candle making (Erin S). Volunteered: Drones (Marty A)
  - b. Need volunteers to write the 6-8 student scenarios.
  - c. Summit format discussion
    - i. Ideas discussed: Survey faculty on format; 4 days throughout the year, 2 days in January (4 in favor); 1 day in Jan, 1 day online (2 in favor). (3 Neutral.)
    - ii. **Email Gail privately for workgroup to make proposals for other Summit formats (2 days in January and/or 4 days throughout the year)**
  - d. Outside speakers suggestions were discussed:
    - i. Drs. Autumn and Chad Edwards from WMU communication/robotics
    - ii. Local talent for mental health.

- iii. Kalamazoo city council with a focus on making Kalamazoo the Education City.
  - iv. Pretty Lake
  - v. Sue Ellen Christian from WMU Comm dept. (Asked, but she's been too busy in the past. Gail will reach out to her again for Winter.)
  - vi. Repeat: Sarah Cavannaugh for her book Mind Over Monsters: Supporting Youth Mental Health with Compassionate challenge.
  - vii. Repeat: Dr. Chiu (spelling?)
  - viii. Other suggestions:
    - 1. Return to having a theme.
    - 2. Keynotes get more positive feedback when they have follow-up breakout sessions.
7. Winter professional development updates/feedback
- a. FSC has an outlook calendar at <https://tinyurl.com/calendarFSC>
  - b. Upcoming workshops: AI / ChatGPT Lunch and Learns each month, Cynthia's Science Journal Club, Seeds of pedagogy on March 3, Techno-rama on April 14
  - c. **Please let Halea know if you have a colleague doing something cool technology or pedagogically, so she can reach out to see if they'll present for Seeds or technorama**
  - d. Faculty/staff professional development records were lost during the May security incident.
    - i. The Deans are aware that this will impact portfolios. FSC is trying to get lists of activities so people can self-report what they did.
8. Update on Simple Syllabus pilot
- a. Simple Syllabus is an accessible syllabus that integrates with Canvas and allows the college to preload/update policies and procedures (like Academic Dishonesty, ADA, etc.) while still letting faculty change/set up their own syllabus template.
  - b. Faculty piloting right now: Philipp Jonas, Peter Grohs, Alison Nord, Jenny Ott, Mary Morehouse, Stephanie Hughes, Scott Myers.
9. Next Meetings: February 17, March 24, April 21 (@ 11:00 TTC Room 4380)
10. Adjournment: 12:03