

FDC Meeting – March 14, 2007
Detailed Description of Changes to be Considered

Cosmetic changes needed to grants

Standardization of forms

Forms all need to look like Paper Presentation forms for ease of use

Forms need to be in .doc format on web site

Cover page for Blackboard submissions

To aid committee members, need a cover page for BB submissions (rather than having the budget page be the first page)

Grammatical changes

Web site changes

Need information about financial/expense reimbursement forms/process

Substantive changes to grants

Paper Presentation Grants

Since we are getting more of these, and we are going to need to be more selective, the following information might be helpful: discussion of number of attendees at the meeting; level/status of the meeting (local, national, etc)

Budget should be more detailed – with itemized information on flights, hotel, etc.

Need to require acceptance letter for conference

Increase in amount of grant?

Summer Research Grants

Revise the IRB letter requirement so that only people doing research with humans/animals need to complete

Research Grants

Revise the IRB letter requirement so that only people doing research with humans/animals need to complete

Instructional Improvement Grants

Include the IRB letter requirement so that only people doing research with humans/animals need to complete

Page Charge and Reprint Grants

Do we want to limit the amount on these grants?

Need to revise deadlines – don't make sense in the context of a page charge grant

Sabbatical leaves

Need some guidelines established here that we can recommend to the Provost – current Faculty Handbook states:

“Troy University, recognizing the necessity for faculty members to acquire new experiences to enrich their teaching or to secure uninterrupted time for research and writing, supports the principle of sabbatical leave. The University desires to encourage professional growth and increased competency and productivity among faculty members by subsidizing significant research, creative work, or a program which is judged to be of equivalent value, such as some other program of study, or an organized experiential program, or an exchange of teaching responsibilities with a faculty member at another college or university. Sabbatical leaves are administered by the Faculty Development Committee.”

Need to know who can apply, when, how long between sabbaticals, etc.