Minutes of the Meeting of December 1, 1983.
Tech Two, Room 418, 2 p.m.


Excused: Professor H. Witcomb

Guest: Dr. D. Davidson

The minutes of 11/3/83 were approved with the following corrections:
1) Date of minutes should have been listed as 11/3/83 instead of 11/13/83.
2) The minutes of 10/10/83 should have been listed as 10/20/83.

Announcements:
1) Professor Pomerantz stated that responses from the faculty to attend the workshop on December 12 and 13, 1983 were very good.

Subcommittee Reports:
1) Information Bulletin - Professor Anderson reported that he would meet with the Dean of Academic Affairs to discuss examples of the subject matter to be inserted in the bulletin.

2) Awards and Faculty Recognition - Professor Sokolsky read a tentative list of Rewards for faculty recognition to the members of the committee. Additional suggestions were given to Professor Sokolsky after a short discussion.

3) Grant Writing for Career Development - Professor Stuchin reported that she and Professor Pomerantz had met with Sue Wilcox, Grants Officer, in order to develop a proposal that would serve the needs of the faculty such as faculty burnout, on campus In-Service Training, counseling, etc.

4) 1983-84 Theme - Professor Hadgis selected "Using New Technology to Improve Instruction: as the theme for 1983-84, Professor Hadgis stated that further meetings are scheduled for December to discuss this subject.

5) Questionnaire - Professor Anderson reported that the statistical profile of the questionnaire was discussed with Professor Juechter and that he would meet next with Dr. Eagle to finalize the contents of the questionnaire.
New Subcommittee:

Professor Pomerantz requested that another faculty survey be developed for the Spring 1984 semester. The committee for the development of the questionnaire will consist of Professors Pomerantz and Weiman, who will meet with Dr. Eagle in the near future.

The next meeting of the Committee will be held in Room 418, Tech Two, on Thursday, 12/15/83 at 2 p.m.

The meeting adjourned at 3:28 p.m.

Respectfully submitted

H. Weiman
Secretary, pro tem.