Dean’s Faculty Advisory Committee
Meeting Minutes for 10-23-2015
Present: Carol Hixson, Ken Frankel, Lauri Rebar, Ethan Fenichel, Joanne Parandjuk
Absent: Bruce Barron, Deb Hoban, Aaron Kula

Discussion:

Question on purpose, charge, and topics or areas that should be addressed to Dean’s Faculty Advisory Committee:

- In Prior years DFAC convened to determine requests/limits for faculty travel money as well as criteria for the distribution of merit pay.
- Serve as a temperature check to see if unexpected issues which arise in between Fall/Spring Faculty Assembly meetings can be addressed to all faculty via email or whether a special faculty assembly meeting needs to take place.

Other

- Topic of Supervisor role in approving/disapproving travel requests. Supervisors consider department scheduling needs and appropriateness of conference subject to job duties.
- Dean expressed desire to increase inclusivity and transparency in support of faculty governance by directly bringing subject matters to attention of all faculty via email vs. turning to DFAC. Is DFAC role necessary or can that be handled by faculty chair/vice chair and assembly as a whole.

Action Items for DFAC:

- Provision of Meeting Minutes for 10/23 (Joanne)
- Recommendation that Bylaws document provide links to LFA committees for their charges/details rather than incorporating those charges/details into the Bylaws. This way the By Laws do not need to be updated every time a committee charge or detail changes (Ethan as member of Bylaws will handle)
- Develop some Guidelines for Faculty Travel Allocations. Example: funding for those who are presenting at conferences may be given weight or priority. Noted that in Spring 2015 a web form was created for Faculty to Request Travel Funds http://libweb.fau.edu/eforms/library-faculty-travel-request/
- Consider the role(s) of DFAC and the Professional Development Committee as LFA committees in terms of travel allocation and professional development, purposeful charges, overlap, and future directions.
- Dean stated that she expects to share the report from External Reviewers widely throughout the Libraries and will bring it forward for discussion with groups such as DFAC, LFA, Dept./Unit heads, and all staff.