

**ADVANCE Meeting
Faculty Development
Oct. 5, 2006
Minutes**

Present: Marcia Harrison, Elaine Baker, Bev Delidow

Meeting objective: Decide what to do with the money for faculty that will make an impact on recruitment.

Meeting agenda: Discuss the MU-ADVANCE fellowship award procedure.

1) New Faculty Fellowships.

Item	\$ each	#	total budgeted
Senior faculty partners (teaching and research)	\$1000	4	\$4000
50% reassigned time from teaching for one semester (estimated at 2.25 person months each)	\$11,250	2	\$22,500
One graduate students per fellow	\$12,000*	2	\$24,000
Research seed grants	\$10,000	2	\$20,000
Total			\$70,500.00

*if Ph.D. students are recruited their stipends will have to be supplemented to \$21,700

Can we put together a package with some flexible items? If the department can offer reassigned time, then some of the faculty reassigned time money could be reallocated to student support and summer salary.

What do recommend as the selection or application mechanism?

2) Other items (if time permits):

-MU-ADVANCE Faculty Fellowships are slated for junior faculty (~year 3) prior to tenure and promotion application. These have basically the same budget at the New Faculty Fellows and should have an application procedure.

-Mini Grants application procedure suggestions.

-Indirect cost recovery use: Matching funds? Additional seed grants if needed for the recruitment effort?

Discussion Summary: After discussion of the varying needs of STEM departments, we could not come up with a suitable package. These varied from summer salary, grad student support, undergraduate student support, travel, and teaching assistance in terms of student help or even teaching mentorship.

However, we agreed that we should avoid having these fellowships distributed on a competitive basis, at least for the first year. Based on that we make the following recommendations:

1) Make available 10K Fellowships for STEM departments. This means we could accommodate up to 7 offers. The use of the 10K will need to be clearly explained and each department will need to propose how they would use the funds-so we can make sure

the budget balances. New Mexico State has guidelines for departments requesting recruitment enhancement (). A modified version of this could be tested this year.

2) We need to meet with Department Chairs to introduce the ADVANCE program, explain recruitment options, and other future opportunities. That way all departments get the same information and are aware of the MU-ADVANCE opportunities.

Update on other items from our to-so list:

-ADVANCE statement to include in the Affirmative Action statement. We now have a one-year's subscription to HigherEdJobs.com which uses the MU-ADVANCE statement. We are in the process of notifying department chairs of the availability of this service.

-Recruitment packages to send to female applicants-Recruitment information is being collected for the website-as a starting point.

-Student workers: Women's Studies sent out an ad to students. I have heard from one who is interested. If you wish to employ a student worker, send them to Heidi's office (279-B-Science Building) to fill out the necessary paperwork. They will need to bring with them a driver's license and a social security card.

-Press release is in the works-Dave Wellman called to discuss details today.