

**Sabbatical and FIG Committee**  
**Approved Minutes**  
**November 21, 2011**  
**CSU 204**

The Sabbatical and FIG committee met on Monday, November 21<sup>st</sup>, 2011, to discuss and make recommendations for sabbatical and FIG grant applications. Attending were Emily Stark (faculty chair), Amy Hedman, Nadja Kramer, Kristin Scott, Kathy Piehl, and Jim Rife. Candace Raskin shared her evaluations via email. The meeting began at 2:00 pm.

1. All sabbatical applications were unanimously approved by the committee. As a committee, we did note a general concern with sabbatical coverage; many departments were clearly stating that they needed an adjunct or fixed-term appointment to cover for the faculty member on sabbatical; however, committee members noted that sometimes promises are made for a replacement that aren't fulfilled. We decided to bring this to an FA exec meeting to discuss further. The committee also noted that one year-long sabbatical request was for a calendar year, rather than an academic year. Emily asked Warren Sandmann about this at a later meeting, and he stated that is not a problem.
2. For the FIG grants, there were a total of 19 grants submitted, requesting a total of \$38,255.00. We had \$23,170.50 available to be awarded for the fall round, with the same amount available for the spring round. After evaluating the grants, we identified 12 grants that were approved for funding. The remaining 7 proposals were invited to re-submit in the spring round, with some suggested edits. In order to meet our total budget, we cut 30% of the food budget from the 12 accepted grants, which resulted in a total of \$23,025.00 given out (and the rest rolled into the spring funding round). Of the grants awarded, two were from the College of Allied Health and Nursing, three from Arts and Humanities, two from Business, three from Library, and two from Social and Behavioral Sciences. All grant decisions were unanimous. Emily submitted the committee's recommendations to Warren Sandmann on Tuesday, Nov. 22<sup>nd</sup>.
3. The Sabbatical and FIG committee will meet again spring semester to evaluate the spring round of FIG grants. Proposals are due March 16<sup>th</sup>, 2012; we encourage everyone submitting a FIG grant for spring to ask their college rep to this committee to look over their proposal to make sure that it meets the guidelines, or to contact the committee chair, Emily Stark ([Emily.stark@mnsu.edu](mailto:Emily.stark@mnsu.edu)) with any questions.
4. The meeting concluded at 3:30 pm.

Meeting minutes compiled by Emily Stark.