

FSEM Committee Meeting
Thursday, September 8, 2022

Present: Bridgette Dennett, Ian Finlayson (secretary), Jennifer Hansen-Glucklich (chair), Marcus Leppanen, April Wynn (ex-officio).

1. Over the summer, there were two proposals to add new instructors to previously approved FSEMs. These were considered and approved by the committee prior to the start of the semester to allow for unforeseen changes to the Fall schedule:
 - a. Jackie Gallagher (Geography) was added as an instructor to the “Escaping Death: Geologic Disasters and Hazard Prediction” FSEM.
 - b. Melissa Jones (Dean of Student Involvement/Associate Vice President of Student Affairs) and JoAnna Raucci (Associate Director of the James Farmer Multicultural Center) were approved as co-instructors of the “Leadership and Social Justice” FSEM.
2. Discussion of the committee website and materials.
 - a. **Action item for Ian:** change the website to list October 14 as the deadline instead of “mid-October”.
 - b. **Action item for Ian:** post the “Welcome to the FSEM” document developed last year to the website as well.
3. We discussed hosting FSEM development workshops in advance of the proposal deadline of October 14. These will provide faculty with an opportunity to ask questions and receive feedback on their proposals. We decided on two workshops.
 - a. Tuesday, September 27, 4:00 - 5:00, HCC 210
 - b. Monday, October 3, 4:00 - 5:00, UCC 315
 - c. **Action item for Jennifer H-G.:** send an invitation to these workshops out to faculty.
4. We discussed the possibility of workshops in the Spring, and/or during pre-week, to cover FSEM advising and other topics, but did not finalize anything.
5. Jennifer H-G. will be on leave in the Spring semester.
 - a. Ian will serve as the chair for the Spring semester.
 - b. Bridgette will serve as the secretary.
 - c. We will solicit UFOC for a replacement committee member for the semester.
6. We tentatively scheduled our next meeting for Tuesday, November 1, from 4:00 until 6:00. This is contingent on Jennifer W. being able to attend at that time. At this meeting we will discuss the FSEM proposal submitted by our colleagues.
 - a. **Optional action item for all:** bring snacks.