

FDG Committee Meeting Minutes

October 1, 2024

Wheatly Admin Bld Room 127

1:00-2:00

Members present: Jennifer Dickens, Nichole McLemore, Manoj Thapa, Jeffrey Waldrop, Michele Smith, Jamie MacLennan, Yongwon Cho, Danielle Taylor, Natasha Snider, Michelle Ragsdale

Members who submitted feedback but did not attend the meeting: Julie Megginson, Dongwen Qi, Melinda Chatham

Minutes:

- Welcome by Dr. Thapa
- Discussed budget for \$32,000.00
- Brief discussion of per diem calculations for hotels and the link of the form
- Motion to review all proposals with questions/concerns first and then all proposals without questions second.
- Review of proposals with questions:
 1. Amber Stovall/John Stovall-question of meal expense for 1st and last day not being 75%. Committee voted to correct total cost for both proposals to \$1385.00
 2. Tom Lorenz-concern the proposal did not have a summary on file. Committee voted to deny the proposal. Request the summary and reapply in the spring.
 3. Rhonda Slocumb-concern the content of the proposal does not meet FDG requirements. Committee voted to ask Dr. Jill Drake for guidance with this proposal.
 4. Michael Moir-concern with the date for this proposal. The conference is Jan 9-11 2025. Does this meet the requirements for fall grants or spring grants. Committee voted to approve with further clarification from Dr. Jill Drake concerning the date.
 5. Sai Mukkavilli-conference was cancelled due to the hurricane Sept. 26/27. Committee voted to give reimbursement of what was paid by Mukkavilli due to conference being cancelled for reasons outside our control. Committee asked to review with Dr. Jill Drake as well.
- Review of proposals without questions:
 1. Committee voted to approve all remaining proposals due to no further questions or concerns with each individual proposal.

Totals for the changes made:

With the changes made to a few proposals, the updated approved total for fall FDG will be \$31,944.71

FDG Committee Meeting Minutes

March 3, 2025

Wheatly Admin President's Conference Room

2:00-3:15

Members present: Manoj Thapa, Jennifer Dickens, Sondra Smith, Melanda Chatham, Jammie MacLennon, Nicole McLemore, Natasha Snider, Dongwen Qi, Danielle Tyler, Young Cho

Minutes:

- Welcome by Dr. Thapa. Brief reminder that present committee members reviewed the first 23 applicants for FDG. The remaining applicants will be reviewed by other committee members on March 11 at 1:00.
- Jammie MacLennon made a motion to approve minutes from Fall 2024 FDG meeting. Second by Sondra Smith. Approved 100%
- Brief review of totals for all applications. Breakdown of totals are:
Total Allotted by University-\$30,000.00
Total Requested-\$35, 505.09
- Reviewed Carter (\$1298.00 amount over \$1400) and Olga (\$1400.00 fall conference)-
Total \$2695.00-subtract from requested
New Total Requested-\$32,810.09
- Reviewed handbook about first time applicants (\$300 or less fall applicants)
- Discussed training and attendance for conferences
- Reviewed Paige Long. Requested \$600 but changing to \$300 due to training
New Total Requested-\$32,510.09
- Sandra Smith made motion for Plan A and/or Plan B as detailed below. Second by Natasha Smith. Approved 100%
Plan A-With a small amount over the budget for full funding of all applicants, we request administration to "make up" the difference between the requested amount and the allotted amount. This would give full funding to all applicants.
Plan B-Recommend full funding for those who are first time applicants of FDG. All other applicants receive a percentage (approximately 81.5%). This would give funding to all applicants.
- Next meeting is March 11 @ 1:00 pm in President's Conference Room to discuss remaining applicants, review the budget and vote on proposal of Plan A or Plan B.
- Discussed the need to revise the application or detail specific directions of how to complete. Ideas for how to do this were shared. Jammie MacLennon reminded members present the next Faculty Senate is April 23 if we plan to make changes. Discussion of this will take place at March 11 meeting.

March 11, 2025

Wheatly Admin President's Conference Room

1:00-2:00

Members present: Manoj Thapa, Jennifer Dickens, Danielle Tyler, Michele Smith, Jeff Waldrop

*Julie Megginson attended by email response to the applications

Minutes:

- Dr. Thapa gave a brief summary of the meeting on March 3. The proposed Plan A and Plan B was discussed and approved.
- Specific applicants were discussed:
Danielle Tyler-discussion about dates on application/type of application-Approved
John/Amber Stovall-requesting acceptance letter-Approval pending letter request
Elizabeth Shiller-requesting abstract-Approval pending abstract request
- Michelle Smith asked about FIG money for the semester?? Requested to ask Provost for an update about available funds.
- Dr. Thapa discussed updates to the FDG application and set a meeting to share ideas for April 14 at 2:00. Danielle will bring a rough draft of changes to discuss.