

FAC Conference Committee Meeting
January 20, 2017
10-Noon
The Learning Center Seminar Room, 016 Carroll Hall

MINUTES

Members Present: Beth Spear, Meg Leake, Stephen Adair, Lynn Roller, Linda Wilder, Judy Wallace, Greg DeSantis, Bill Faraclas, Bob Brown, TJ Barber, Kathy Poirier

1. Review and accept December minutes
 - Minutes were accepted

2. Session submissions
 - Up to 12 submission as of 1/20/2017
 - An announcement should go out again on the 20th and early the following week, prior to the submission deadline.
 - We are planning on looking at some targeted outreach to campuses who have not submitted proposals. -Meg will be responsible for sending emails
 - Stephen will compile proposals into a spreadsheet.
 - Meg will bundle current proposals with the guidelines for acceptances
 - Tabled topics: Should the committee consider students with research for a poster session?

3. Registration process
 - Registration will open on February 15, 2017, and the committee will notify presenters by February 10, 2017.
 - The committee needs to determine where to cap the registration, based on seats reserved for presenters, awardees and committee members.
 - Factoring in melt the tentative open seats will be 320
 - A link to the registration will be added to the FAC page that will become active on the 15th.
 - We plan to encourage early registration and will emphasize that there are a limited number of seats. The registration will tentatively close on March 23.
 - The registration will need to include a caveat regarding potential filming.

4. Updates
 - AAUP and SUOAF have deposited checks
 - CCCC is sending a check in
 - Calls to present have been sent to union leadership (Via Meg), the faculty senate at SCSU.
 - A call went into Gateway's newsletter which is distributed to all the community colleges.
 - Several members have seen the call for proposals in different mediums.
 - Roberta has sent out the call twice
 - The call for donations to the Presidents was met with a response that we should contact back if there is a need, but appear to be succeeding with the funds already made available.

- Student Panel updates: We will be adding ten minutes to the question portion of the student panel. Currently the panel would consist of seven students.
5. Future meetings: Feb 3, 10-3:30 for program selection
 March 3, 1-3
6. Other
- Do we allow people (Attendees or presenters) to opt out of recording?
 - Should we consider livestreaming, and if so do we put a link on the back of the booklet?
 - Kathy will be bringing Chad Volk and her crew together to discuss recordings.