Committee Members: Ashok Basawapatna (Chair), Laura Chipley (Vice Chair), Tom DelGiudice, Eric Hagan, Amy Hsu, Roger Mayer, Elizabeth Morphis (Secretary), Ed Bever (Ex Officio), Toni DiGregorio (Ex Officio), Cris Notaro (Ex Officio), Chandra Shehigian (Ex Officio)

Present: Ashok Basawapatna (Chair), Laura Chipley (Vice Chair), Tom DelGiudice, Eric Hagan, Ed Bever, Roger Mayer

Not Present: Toni DiGregorio (Ex Officio), Cris Notaro (Ex Officio), Chandra Shehigian, Elizabeth Morphis, Cris Notaro, Toni DiGregorio, Amy Hsu

This semester's important dates (I'll fill these in before the meeting end)
NFO: Friday Sept. 20th from 9:15-12:30 NAB 1100
Meeting for Roundtable 1:
Roundtable 1:**Tuesday October 29th**
  Roundtable: Using interactive classrooms in the Library (Red Room, common hour)

Meeting for Roundtable 2:
Roundtable 2:**Wednesday November 13th**
  Roundtable: Mindful use of technology in the classroom (Laura & Eric)vInteractive panel w/ faculty & student presenters

Meeting for Roundtable 3:
Roundtable 3 Grading Party if we want to do something fun

  NFO, Roundtable Redrooms booked,

1. Introductions and New Member
   a. Eric Hagan now on the committee!

2. New Faculty Orientation (NFO) deep dive
   a. Save the date! **Friday Sept. 20th from 9:15-12:30 NAB 1100**. We'll be there from 8 am-1 pm.
   b. **TODO Tom: Create the poster Tom will create poster & send to print shop (30 posters, TLRC / AA budget) Print posters by 9/11. Tom needs names.**
      i. Last year's Poster
         1. The New Faculty Names will be sent to us soon
         2. I will send the RSVPs for the organizations that will be there

- c. **TODO Laura and Eric: Hang the Posters Up**
- d. 11 New faculty, do not have the list yet
    - i. **TODO:**
- e. Setup, Breakfast
    - i. Arrive by 8 or 8:30 to help setup
    - ii. **TODO Ashok: Order breakfast and coffee**
- f. Presenters
    - i. Claudia Marin Andrade (Dean of Students) "Getting to Know Old Westbury Students"
        1. **TODO: Claudia wanted feedback on anything last years new faculty wished they had knew about our students or would be important to talk about?**
    - ii. Barbara Hillery (Dean of Arts and Sciences) "From Teaching Philosophy to Teaching Excellence"
        1. **TODO Ashok: send s guidance email**
    - iii. Chandra Shehigian "Using Your Resources: Technology for the Engaged Classroom"
        1. **TODO: Do you need anything specific Chandra?**
- g. Campus Resource Mixer & Lunch with Returning Faculty
    TODO: ask us anything table: Laura & Eric
    TODO: Faculty senate members draw a name to talk to a new faculty hire - Laura needs list.
    - i. **TODO Ashok: signs for campus resource mixer, sign in sheet, and Time keeping placards (10, 5,... or maybe we can have a timer this year?)**
    - ii. **TODO Roger: Sign in table - will get materials from Ashok**
    - iii. **TODO Ashok: Order Lunch**
        1. **Pasta, Chicken, Salad, Brownie (cool?)**
- h. Other Todos
    - i. **TODO TOM: email the chairs individually encouraging them to tell their new faculty about this**
    - ii. **TODO Amy: Email the candidates individually a save the date ASAP + a reminder a week away. On the second email ask for feedback on any questions they might have for speakers going in? - Amy**
    - iii. **TODO Ashok:Create the Folders**
        1. What goes in these folders?
            - a. Last years had important dates (like add drop deadline) etc. Other ideas?
    - iv. **TODO Ashok: Email the faculty and the current a week before and a few days before**
    - v. **ASHOK: Bring nametags with sharpie**
3. We Typically have 3 Roundtables in the Fall

      a. **TODO ALL: Decide the dates of 2 roundtables and block them out** Dates we can have roundtables (i.e. when we have the red room reserved):
Rooms 2034 and 2036 (the Red Room and the room attached) from **2-4pm** (to ensure time for food to arrive and get set up etc.). We went with all common hour this time-- :

      Tuesday October 8th
      Wednesday October 9th

Tuesday October 29th
    Roundtable: Using interactive classrooms in the Library (Red Room, common hour)

Wednesday November 13th
      Mindful use of technology in the classroom (Laura & Eric)
      Interactive panel w/ faculty & student presenters

      b. **TODO ALL: Brainstorm this years theme. Two years ago was "back to the basics", Last year was "opening doors"**
           i. ?Making connections…? Others?
      c. **TODO ALL: Brainstorm Topics for the first two roundtables**
Ideas:
Ed - "using interactive classrooms" in the Library
    3 professors discuss how they use interactive classroom (red room)
    Workshop on how to use interactive tech in library (Friday workshop) (October?)
Ed will speak to Geraldo re: reaching out to people already teaching in classrooms
Ozgur Akgun teaches in library
Reach out to librarians

           i. Does anyone want to take a lead on organizing one of these roundtables (I will give you much guidance and support)
      d. The third roundtable is usually a new and newish faculty grading party on finals week with coffee and brownies
   4. Collaborations with CETL (Center for Excellence in Teaching and Learning run by Ex Officio Dean Notaro)
      a. Monday Morning Mentorship + poverty simulation workshop we will help with
           i.
      b. Adjunct Handbook we will give feedback on when Cris knows more
   5. We don't actually have a budget yet
      a. One has been submitted, will update when it gets approved
   6. Anything else we may have missed?