**Members Present:** Kara Brauer, Matt Connell, Emily Cowles, Eric Foley, Darlene Sabio, Peter Solie, Brandon Steinert, Christopher Vanderlinde.

**Member Absent:** Sheyene Heller, Matt Connell, Jason Murray, Eric Smith.

**Discussion Topics:**

* **Minutes**
	+ Approved November FC minutes.
* **VP Report**
	+ Reviewed the evaluation and appraisal schedule.
	+ Discussed new section added to syllabi as well as changes to the campus bookstore.
	+ Reviewed updates on academic integrity initiatives.
	+ Reviewed instructional initiatives and faculty evaluations.
	+ Discussed faculty evaluations, performance improvement plan, and evaluation meetings.
	+ Considered volunteers for LICC.
	+ Discussed FY 25 instructional themes and goals.
* **Updates**
	+ Updates on code of conduct as well as SP26 and SP27 schedules.
* **Distinguished Instructor Awards**
	+ Surveys are going out to faculty, admin, staff, and students in the next few weeks.
	+ Vetting committee will review nominations during the final week of February. Instructor names will be removed before nominations are submitted to the selection committee. Scoring sheets will be used.
	+ Discussed the issue of executive director/supervisor nominations and faculty with multiple supervisors.
	+ Revisions will be made to the survey and a more robust rubric added to the scoring sheets.
	+ Chris will be added to the selection committee.
* **Adjournment**