



Nollen House

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Faculty Meeting Monday, December 6, 2010

- ☞ Motion to create the position of Parliamentarian for the faculty meetings (Elizabeth Trimmer)
- ☞ Motion to go into the Committee of the Whole for discussion of Faculty Governance Motion #2 regarding who should chair the faculty meetings (David Lopatto)
- ☞ Motion to establish a protocol for Trustee visits to Grinnell classes (Victoria Brown)
- ☞ Report on Staff Handbook (Kathleen Skerrett)

Events

December

- ☞ 8 "What it's like to be me..." Hearing From Diverse Members of our Grinnell College Community, JRC 101, 2:00 p.m.
- ☞ 10 Last day of classes; Last day to request an incomplete
- ☞ 10 Division Meeting, Noon (Humanities: ARH 302) (note change of date)
- ☞ 13 Division Meeting, Noon (Social Studies: ARH 305)
- ☞ 13 Division Meeting, Noon (Science: SCI 2022)
- ☞ 13-17 Final Exams for first semester
- ☞ 14 [Universal Design in Learning](#), Noon, JRC 209 (RSVP by Dec. 9 to [K. McRitchie](#))
- ☞ 17 Holiday dinner, 6:00 p.m. JRC Marketplace

Offices will close at 5:00 p.m. on Wednesday, Dec. 22, and will reopen at 8:00 a.m. on Monday, January 3.

Deadlines

December

- ☞ 6 Faculty Salary Reviews due (from Dept. Chairs) in Dean's Office
- ☞ 10 RSVP for Holiday dinner ([Human Resources](#))
- ☞ 15 [Alumni Award Nominations](#) due
- ☞ 17 Submit requests for [e-reserve articles and book chapters](#) needed the first few weeks of Spring semester 2011
- ☞ 17 Application for [AALAC](#) (formerly Mellon 23) collaborative workshop proposals due ([ASO Dean](#))
- ☞ 29 Grades for Fall semester due in Registrar's Office **by 12:00 NOON**

Information

- New [Consultation Space](#) at Burling Library
- [Prepaid Working Lunch-to-Go](#)
- [Writing Lab Services](#)
- [Convocation Program, Academic Speakers, Public Events](#)
- [Faculty Development at Grinnell College](#)
- [Faculty Development opportunities with the National Institute for Technology and Liberal Education \(NITLE\)](#)
- [Committee Membership 2010-2011](#)
- Committee minutes and annual reports are available on [PioneerWeb](#) under "All Campus" on the Community tab.

Looking Ahead

January

- ☞ 7 E-reserve books needed the first few weeks of the Spring semester should be brought to the circulation desk at Burling Library
- ☞ 13 "What it's like to be me..." Hearing From Diverse Members of our Grinnell College Community, Pioneer Room, 2:00 p.m.
- ☞ 21 Departments receive schedule materials from Registrar's Office
- ☞ 24 First day of classes
- ☞ 28 499 (MAP) applications for students off-campus the previous semester or who are continuing a 499 (MAP)
- ☞ 28 Fall 2010 499 (MAP) / 299 Reports due

- ☛ 28 Deadline for faculty applications for [Grinnell-Namibia](#) service fellowship (Center for International Studies)
- ☛ 28 Deadline for faculty dossiers for [Grinnell-India](#) faculty exchange (Center for International Studies)



The *Faculty News Digest* is sent to all Grinnell College faculty twice per month by the Office of Academic Affairs.