Research/Creative Activities Grants Committee
ANNUAL REPORT
1998-1999 Academic Year

1. Membership (include ex-officio members).

Josie Bowman
Randall Parker
Brenda Killingsworth
Bonnie Manl
Larry Means
Janette Fishell
Resa Crane
Michael Ehlbeck
Ed Stellwag
Martha Selby
Randy Joyner
John Daughtry
James Kohn
Mary Jackson
Catherine Rigsby
Anne Dickerson
Dawn Clark
Leland Wallin
Marge Inman
Andrew Stuart
David Dennard
Alan Schreier

2. Meeting Dates (include members absent).

There were four full committee meetings and 2 subcommittee meetings during the year: Full committee meetings (attendance records are not available):

Full Committee Meetings:
November 11, 1998
October 10, 1998
September 16, 1998
August 28, 1998

Subcommittee meetings:
October 14, 1998
November 11, 1998

3. Subcommittees established during the year (include progress and/or completion of work).

Subcommittees 1 and 2: Established for rounds one and two of proposal reviews. Each subcommittee met twice. Work completed.

4. Accomplishments during the year, especially as addressed through committee goals. Include recommendations made to agencies other than the Faculty Senate as well as the Faculty Senate.

The committee recommended 30 proposals for funding. The total funding recommendation was $300,052.80. All were funded.

The committee reevaluated the salary cap that was approved and put into place in a previous year. A
vote passed to remove the salary cap, returning to
the salary guidelines as previously approved by the
Faculty Senate. Some clarifications were included on
the form, presented to and approved by the Senate in
April.

To address the feedback issue, a new review
instrument, "Summary of Committee Evaluation
Comments," was created last year and used for the
first time this academic year. About half of the
reviews were not turned in by the committee members.
This review was to be a part of the official
notification returned to all applicants with proposal
award or rejection letters. This problem must be
addressed next year.

5. Reports to the Faculty Senate (include dates
   and resolution numbers).

Resolution 99-19 (April 27, 1999) Revisions to the
Guidelines for Research Grants to be awarded in 2000-

6. Business carried over to next year (list in
   priority order).

1. Address problem of members turning in reviews.

2. Development of an on-line grant form and
   procedure.

7. Evaluation of the committee (include anything
   that hindered or assisted the committee's work during
   the year).

A. Charge: n/a

B. Personnel: all committee members must be willing
   to attend meetings and willing to spend the time
   necessary to fully evaluate the proposals.

C. Attendance: Attendance appeared to improve
   somewhat over last year but is still an ongoing
   problem. Although almost all members are diligent
   about returning numerical evaluations, only about
   half are diligent about turning in written summaries
   as required under the new procedure.

D. Responsibilities: n/a

E. Activities: n/a

8. Suggestion(s) to the Chair of the Faculty
   and/or Faculty Senate for improving the effectiveness
   of the committee.

A subcommittee should be maintained (and should work
with the Teaching Grants Committee) to develop an on-
line grant form and procedure.