MINUTES

COMMITTEE: RESEARCH/CREATIVE ACTIVITY GRANTS

MEETING DATE: 3/3/98

PERSON PRESIDING: CATHERINE RIGSBY

Actions of Meeting

Description of Action:
The stipend cap was debated. A motion was made and passed to canvas the committee for their positions on the stipend cap (a) maintaining the current maximum cap of the grant versus (b) setting the maximum cap of the grant based on the summer teaching cap. The option that receives a majority vote will be used to empower the committee chair to make changes to the cap for next year's grants.

Description of Action:
Meeting times were debated. Suggestions were made to poll current members on possible dates for the upcoming academic year and set dates. Catherine will send a memo to members for input on when to meet next academic year.

Description of Action:
The Research/Creative Activities Grant Committee Guidelines for Research Grants Awarded in 1999-2000 were reviewed based on changes made from the last meeting of the committee (1/29/98). Catherine Rigsby and Dawn Clark described the proposed Summary Evaluation Sheet and the process to be followed. A discussion ensued. The committee voted to accept the forms as presented. The committee voted to accept those changes.

Description of Action:
Catherine asked the committee for permission to meet with CIS staff to create an on-line form to provide applicants with the option of submitting grant applications via on-line. Discussion ensued regarding budget problems for the faculty senate to reproduce the documents for those members that don't have adequate computer support. A question was raised regarding how we would acquire the Chair's signature electronically. It was generally felt that on-line proposal will happen eventually, but that there are many problems that will have to be addressed before they will work. Some of the problems identified include: confidentiality (password protection?); Who pays for printing if reviewers don't have access to the Internet? Will we need to acknowledge receipt of proposals? Will there be some leniency in case of "technical difficulties"? Rigsby agreed to investigate and, if online proposals seem possible, to convene a subcommittee to put together a proposal.

Description of Action:
Dates for two Information Sessions - for potential applicants - were set as follows: Wednesday April 8, 12 noon to 1 p.m. and Thursday April 9, 4-5 p.m. Rigsby, Stelweg, and Stanforth will conduct the Wednesday meeting. Rigsby, Means, and Crane will conduct the Thursday meeting. All members are welcome to attend and contribute. Notices of the meeting will go out to all faculty as soon as the salary-issue is resolved.