Faculty Senate Teaching Grants Committee

Minutes: September 29, 1997

The meeting was called to order at 4:00 by the Chair, Sherry Ginn. She asked if there were comments about the minutes and Matthew Mahar noted that his name had been misspelled. The minutes were then approved.

Don Sexauer addressed the committee about the possibility of putting the grant process on the internet. He suggested that the proposal form be placed on the web and the faculty required to submit their proposals electronically. Committee members would read and evaluate the proposals on the computer with their ratings then forwarded to the Chair.

The committee would be consulted by the Faculty Senate office about the nature of the forms both for submission and evaluation of proposals. He also remarked that the process could either be implemented all at once or phased in over a couple of years.

The committee raised several issues. In particular, the appropriateness of posting comments about the proposals on the internet was discussed as well as whether or not all faculty members had access to the web for submission of proposals. It was decided that a subcommittee should be formed to the Spring semester to look more closely at the matter.

The committee then discussed granting procedures. The Chair noted that the grant proposals were due on Wednesday, October 1st, would be prescreened by the Chair and Vice-Chair on Thursday, October 2nd, and available in the Faculty Senate Office to committee members on Friday, October 3rd. It was noted that some inappropriate proposals might still remain and should be earmarked by committee members for discussion at the next meeting. It was agreed that it be checked that those submitting proposals who had received grants in the past had submitted their final reports for the previous grants. Instructions for completing the evaluation forms and opscan sheets were then reviewed.

It was decided that the committee would meet alternately on Mondays at 4:00 and Fridays at 3:00 during the month of November with initial meeting dates of Nov. 3rd (Mon.), Nov. 7th (Fri.), Nov. 17th (Mon.), and Nov. 21st (Fri.).

The meeting adjourned at 5:30 p.m.