COMMITTEE: Teaching Grants

MEETING DATE: March 1, 2005, 3pm

PERSON PRESIDING: Harold Stone, Chair

REGULAR MEMBERS IN ATTENDANCE:
Ballard
Bort
Capehart
Ewen
Jenkins
Jubran
Ratcliff
Russioniello
Schemama
Webb-Corbett

EX-OFFICIO MEMBERS IN ATTENDANCE:

REGRETS
Abaza
Brown
Culver
Williams

ACTIONS OF MEETING:

Agenda Item: Approve proposals for addenda to teaching grants review criteria.

Discussion: Committee members reviewed and discussed proposed addenda to teaching grant proposal criteria with the intent to clarify existing rules and to further ensure the integrity of the review process. The motions are votes were as follows:

Approved Addenda to the Teaching Grant Instructions:

1) Teaching grant committee members cannot submit proposal for consideration. (Approved 8 – 1)
2) Proposals cannot be submitted to both the Teaching Grant Committee and the Research and Creative Activities Committee in the same year. Submission to both funding sources will disqualify the proposer from evaluation in either grant. (Approved 8 – 1)

3) Grant recipients cannot receive funding for the Teaching Grant in any two subsequent years. (Approved 9 – 0)

**Tabled Addenda to the Teaching Grant Instructions**

Teaching Grants proposals that are written primarily for course development will not be considered by the committee. This includes proposals written primarily for the creation of new courses that have not been approved by an undergraduate or graduate curriculum committee, or existing courses that are being redesigned.

The committee brainstormed some possible avenues to increase faculty awareness of the teaching grant process and criteria. These suggestions include:

- Provide examples of previous awarded teaching grants which could be put on the internet for review or presented in some forum by the awardees.
- Include an overview of Teaching Grants in new faculty orientation process.
- Conduct an orientation to the teaching grants proposal process prior to submission
- Develop a short overview of the teaching grants process and encourage faculty senators from various disciplines to disseminate the information.

**NEXT MEETING: The next meeting will be called by Chairman Stone in the early fall**

**ITEMS TO BE DISCUSSED:**

Chairperson __________________________ Date ______________________

Secretary ____________________________ Date ______________________