

COMMITTEE: Teaching Grants

MEETING DATE: September 14, 2021; 4:00 – 5:00 PM

PERSON PRESIDING: Armin Krishnan, Chair

REGULAR MEMBERS IN ATTENDANCE: Sungwoo Ahn, Africa Hands, Armin Krishnan, Heather Muise, Aundrea Oliver, Janet Sanders, Julie Stanley

EX-OFFICIO MEMBERS IN ATTENDANCE: Young Kim, Brittany Thompson

OTHERS IN ATTENDANCE: none

ACTIONS OF MEETING

Agenda Item: Announcement of the results of the election of committee officers: Armin Krishnan (chair) and Aundrea Oliver (vice chair)

Agenda Item: Confirmation of the availability of teaching grant funds.

Discussion: The Provost's Office has indicated that \$70,000 may be available for teaching grants and the Vice Chancellor for Health Sciences has indicated that an unknown amount of funds would be available for funding Health Sciences proposals.

Agenda Item: Determine timeline for announcement, proposal submission, and review.

Discussion: The committee agreed that the announcement documents should be sent as soon as possible. The deadline for submissions was set as November 8, 2021.

Actions to Take: Review and score proposals as assigned by the committee chair and the vice chair. The evaluations of the teaching grant proposals are due on December 2, 2021 and will be posted as scores on the TGC MS Teams folder.

Agenda Item: Revision of Teaching Grant Proposal Guidelines.

Discussion: The committee has reviewed the announcement documents. The dates have been updated, and some minor mistakes have been corrected. It was noted that the announcement documents had been checked carefully in previous years. There were no suggestions for substantive revisions.

Actions to Take: Review announcement documents and check for correctness before they are sent out on September 20, 2021.

Agenda Item: Review of summative reports.

Discussion: The committee has received five summative reports for funded proposals from the last funding cycle (available in the TGC folder on MS Teams).

- These reports have to be evaluated and scored by every committee member.
- Any brief comments regarding each summative report would be helpful and should be submitted to the committee chair via the MS Teams folder.
- The purpose of the evaluation is to improve accountability and to demonstrate that funded proposals produced value for the university.
- The TGC has to submit a report on the summative reports to the Office of the Provost and the Vice Chancellor for Health Sciences.

Actions to Take: Review and score summative reports from the last grant cycle (deadline October 20, 2021).

REVIEW MEETING: December 7, 2021 from 1pm to 5pm (MS Teams)

ITEMS TO BE DISCUSSED: Ranking of submitted proposals