

Meeting Minutes
University Enrichment Committee
September 6, 2017

Members present: Boisvert, Colbert-White, Buescher, Moore, Rex, Warren, Wolf, Houston (ex-officio)

Associate Dean Houston convened the meeting at 11:05. Houston noted that our Senate liaison Lynda Livingston, who was scheduled to attend the meeting to present charges from the Faculty Senate, was not present. The committee will defer hearing from the Senate to a later date.

Appended to these minutes are our standing charges from the Senate, which are our charges for the year unless they bring us additional ones (see open-ended charge number 5).

The first order of business was to elect a chair. Derek Buescher was elected and graciously agreed to assume the post.

The committee discussed future meeting dates, based on the premise that each meeting needs to be scheduled between the date when a given funding proposal is due and when the award is scheduled to be announced. Thus, three more meetings will be required this semester. (Houston noted that she can approve faculty travel awards on a rolling basis.) Because there is a student early-bird proposal due September 15, with the awards to be made at the end of the month, we scheduled our next meeting for 8:00 am on Wednesday, September 27. Other meetings this semester will be scheduled based on the availability of committee members, which was not entirely clear due to the absence of two committee members at this meeting. Therefore scheduling of future meetings will be decided later.

There was some discussion of committee size. The Senate has encouraged committees to consider the number of members relative to the task at hand. After some discussion of current and past practices, the committee agreed that its current size of seven faculty members and two students is about right.

The committee reviewed funds available in three categories: faculty travel (for conference participation), faculty research, and student research. We noted a reserve fund carried forward in the faculty research category and wondered whether this was a one-time or recurrent practice. There was also a question about the Phibbs award for faculty research. In the past the Phibbs award has not included a monetary component, but this year it does, and the committee wondered about the source and availability of these funds. Houston will consult with Associate Dean Sunil Kukreja (previous UEC ex-officio) to answer these questions.

Colbert-White told the committee that there exists a scoring rubric for the proposals, which will be shared with all new committee members before they read proposals. Colbert-White then explained a typical process for discussion of proposals, based on the scoring of individual committee members. Chair Buescher will facilitate distribution of the scoring rubric.

The committee discussed formation of subcommittees for student research and faculty research but decided to defer this until the subcommittees were needed. Colbert-White explained that in

the past students on the committee had not been asked to participate in deciding the faculty research awards. Buescher questioned this practice, pointing out that faculty in disparate departments are not necessarily any more expert in some disciplines than the students are. Other committee members agreed that we might want to consider asking students to participate in faculty research awards, but only if that is permitted by our bylaws. Buescher will check on the bylaws.

Volunteers to read the student early-bird proposals are Wolf (group leader), Moore, and Colbert-White.

The committee adjourned at 11:50. The next meeting is scheduled for Wednesday, September 27 at 8:00 am.

Respectfully submitted,
Andy Rex

Appendix

Standing charges from Faculty Senate to the University Enrichment Committee

1. To promote the professional growth of the Faculty by seeking and receiving funds for research and travel, to budget and allocate such funds, and to receive and approve research and travel reports.
2. To seek and allocate funds for student research.
3. To seek nominations and select the Register lecturer.
4. To support Faculty leaves such as sabbaticals, grant-assisted leaves, and exchanges.
5. Such other duties as may be assigned to it.