

University Enrichment Committee
Minutes of September 10, 2008 meeting

In attendance: Renee Houston, Sarah Moore, Suzanne Holland, Tamiko Namura, Randy Worland, John Rindo, Tanya Stambuk, Bill Barry, Matt Warning, Amy Spivey, Paula Wilson, Randy Bentson, Eric Scharrer (secretary), and Mike Johnson

Several nominations for chair of the committee were put forth and after deliberation and voting, Paula Wilson and Amy Spivey were selected as co-chairs. Paula will serve for the fall semester and Amy will serve during the spring semester. Faculty senator Suzanne Holland convened the meeting and brought charges to UEC from the faculty senate. These charges were: to discuss the Phibbs award selection process, to review the Professional Development application procedures, and to revise sections of the Professional Development Handbook.

Regarding the Professional Development application procedures, there was discussion as to whether it would be better for the committee to talk about some of the changes or if it would be better for Sarah to bring a draft document which the committee could use as a starting point for discussion. The point was made that it was important for us to know the direction of revisions for the handbook before we looked at the P.D. application forms. Sarah commented that the committee would take on sections of the handbook as not everything in it is within the purview of the committee.

At this point, the suggestion was made that the standard activities of the committee should be reviewed in order to bring new committee members up to speed. A review of these duties ensued.

Next, a discussion about the Phibbs award charge was initiated. In the past, the Phibbs awardee has been a faculty member who has received UEC research support. Moreover, there has been no "cash award" associated with this selection. The memo of understanding (MOU) for the Phibbs award contains no requirement that faculty research must be funded by UEC. Several commented that many faculty members fund their research via external grants. This can create problems for the selection process as there is no good way to track which faculty members has money for research or travel from non-UEC sources. Sarah added that there was an endowment that would now be used to include a "cash award" to the Phibbs awardee. The rest of the money would support faculty research.

A discussion about the P.D application process then occurred. Sarah noted that revisions would be made in a piece-meal fashion and applied to the various documents for the 2009-10 academic year. A rather lengthy discussion ensued about whether or not it would be beneficial to include an abstract as part of the application process for faculty research and if it would be possible to request an abstract during this academic year. The committee eventually agreed that a request for a 100 word abstract requirement for faculty research applications would be added to the online documents for the 2008-09 academic year.

Sarah then provided the committee with a breakdown of the funds available to UEC for the 2008-09 academic year. A total of \$149,750 is available and it is broken down according to the following categories:

Student summer research in the arts, humanities, social sciences	\$10,000
Faculty travel	\$93,000
Faculty research	\$16,000
Dean enrichment	\$3,250
Student research and travel	\$27,500

As a comparison, last year, only \$75,000 was available for faculty travel. Sarah also mentioned that there have been already 18 requests for faculty travel funds during this fiscal year. The committee approved these transfers that Sarah will make with Accounting and Budget Services.

Next there was a discussion of possible meeting dates for the semester. Tentative dates are October 8, October 29, and November 19 (all at 3:30). Sarah mentioned some important deadlines for UEC funding, including November 10 (student research) and Dec. 1 (faculty research). It was also decided that all committee members would email their subcommittee preference (undergrad. research, grad. research, or faculty research) to the committee chair Paula Wilson, and Paula will apprise the committee of the final assignments. Sarah will draft a revision of the faculty research portions of the P.D. handbook and circulate this to committee members prior to our next meeting. A request was made by one of the committee members that a discussion of the way in which travel per diems are allotted be placed at the top of the agenda for the next meeting.

Meeting adjourned at 4:30