

## **Minutes of the full University Enrichment Committee February 26, 2002**

Karl Fields convened the meeting at 10 a.m. in the McCormick Room of the Library.

UEC members present at the meeting were: Karl Fields (chair), Joel Elliot, Priti Joshi, Martins Linauts, Paul Loeb, Jeffrey Matthews, Janet Pollack, and John Finney.

Item #1: Minutes of the January 12, 2002 of the full UEC.

Fields moved to approve the Minutes, and Joshi seconded.

Item #2: Announcements

(1) The 2003 Regents Lecturer will be selected at the full UEC meeting on March 12, 2002. Three files are already complete, and are available for committee members to review in Finney's office.

(2) Marianne Taylor has resigned from the UEC.

(3) March 1, 2002 is the deadline for Faculty Research Grant applications.

(4) The subject of funding graduate vs. undergraduate student research will be discussed at the full UEC meeting on March 12, 2002.

Item #3: UEC Travel Subcommittee Recommendation to Increase Maximum International Travel Funding from \$1280 to \$1500.

After minor discussion and clarification, the committee, by consensus, voted to approve the recommendation.

Item #4: Funding of Transcription Services in Student Research Grants.  
Guest Discussant: Julie McGruder

Julie McGruder opened the discussion by making the case that student researchers are in need of funding for transcription services, and that the services were indeed "legitimate" expenses. She passed to the committee prior student publications, arguing that many had relied upon outside transcription services. Because the students faced various trying deadlines, they most often do not have sufficient time to transcribe their own research interviews. Regarding the cost of transcription services, Julie sought to assure members that a recent student budget of \$15 per hour was grossly inadequate, and that the request had been submitted "in error."

Committee members Fields, Finney, Elliot, and Joshi questioned McGruder on the possible range of interview hours, transcription hours, and fair market costs. McGruder answered that on the high-end, interview hours could reach 100, and thus lead to some 300 hours of transcription services. She offered her "best guess" that average transcription fees hovered around \$35 per hour. Fields assured McGruder that the committee had no intention of eliminating funding for transcription services, but rather was collecting pertinent information to make better funding decisions.

The committee thanked McGruder for her participation. She left the meeting.

Led by Fields and Finney, the committee next discussed "what hourly transcription rate should be funded in the future." The committee agreed that the rate would not be fixed. Instead, the committee would act in

a fair and equitable manner, assessing budgeted rates each year and analyzing what the student pool would support. All agreed that the students and their supporting faculty should clarify the “full cost” of the research project, and that the application form should be amended to make more clear that the faculty member was approving the budget “as is.” Finney agreed to work on the amendment and to bring his recommendation to the committee.

The meeting adjourned at 9:50 a.m.

Respectfully submitted,

Jeffrey J. Matthews