

Meeting Minutes
University Enrichment Committee
Wednesday, March 9, 2018

Attendees: Luc Boisvert, Derek Buescher, Erin Colbert-White, Andy Rex, Bianca Wolf, and Renee Houston

Secretary of the Day: Bianca Wolf

Meeting called to order by chair Derek Buescher at 1:35 pm

Minutes: No minutes from last February meeting; all applications were approved with unanimity

Regester Award/Presentation:

UEC will be receiving and reviewing Regester recipients for next academic year; coming up in April. Reminder that the 45th Annual Regester lecture is on March 22nd by Professor Dexter Gordon.

Review of (5) Faculty Research Applications:

- Discussion and approval of three applications by all present members
 - Some points of clarifications on 1 application will be sought prior to final approval by Associate Dean Houston, and UEC Chair Buescher
- 2 applications were denied; 1 applicant will be advised to resubmit via appropriate university professional development opportunity.

Other Discussion:

- Committee discussed unusual applications and issues with applications this year. Consideration of holding a faculty brown bag lunch to help update/educate faculty on awards and criteria for each.
- UEC may need to consider a self-charge to review the application instructions and materials for discrepancies among the items - see the following items that need further (re)consideration:
 - application materials and evaluation criteria may be at odds in places
 - “per diem” maximum is \$600 – needs to be rewritten for accuracy (i.e., it is “total housing/food”)
 - How is the \$600 threshold determined and is it a fixed amount?
 - Does UEC have ability to award beyond the limit; that is, is it a *suggestion* for threshold or a hard limit?
 - How is *travel* handled and paid – is it considered as part of the per diem maximum?
 - We need templates for *approvals*, *more information required*, and *denial* letters
 - Review and/or add information regarding how to hire outsourced professionals as part of research projects?
- Professional school/program student submissions come in that do not appear to meet the criteria/guidelines for student research under UEC awards – they are often IRB applications and unclear as to whether or not they are research projects versus scholarship toward master’s and/or doctorate degrees. Discussed need for how to improve communication among professional schools and UEC.

Adjournment: The meeting was adjourned at 2:57 pm

Respectfully submitted,

Bianca Wolf