

Monday, April 20th @ 9:00 AM
UEC meeting (Google Meet conference)

Members Present: Isha Rajbhandari, Lisa Johnson, Renee Watling, Roger Allen, Luc Boisvert (UEC Chair), Tanya Stambuk, Renee Houston, ex officio, Linda Williams, Bianca Wolf (note taker for meeting). No student representative present.

Chair thanked all for reviewing student research applications quickly over weekend.

Approval of minutes from February 10, 2020 meeting – Minutes were approved by all members.

No minutes to approve from cancelled March meeting. UEC Chair provided notes explaining email deliberations of Faculty Research applications.

II. Renee Houston presentation of new UEC task: Guidelines for the Burlington Northern curriculum grants

To date, BN grants have been submitted to/reviewed by the ex-officio member of UEC (e.g., Renee). The provost has proposed that BN grants now be reviewed by the UEC to emphasize a peer review process. The provost requested that a subcommittee of UEC members look at what other schools offer in terms of caps on awards and details of grant distribution (i.e., fall and spring awards). The UEC will need to discuss and decide on changes to our distribution of grants (currently fall only), and update the deadlines to likely include both fall and spring. Last, Renee suggested we move BN application to online process.

Conversation took place in support of UEC accepting the review/approval of BN grants. Two members of the UEC committee members volunteered to research other school's practices within the next 2 weeks.

III. Review of Student Research Awards

UEC members reviewed all student research award applications, resolving any discrepancies or concerns among members' scoring of those applications. In the end, consensus and approval of the majority of applications was achieved. A handful of applications required clarification and/or additional/missing application items (e.g., due to corrupt files or files uploaded to incorrect area). Luc will solicit any missing/additional information from those students. UEC members agreed to review any remaining applications, once all materials/information is received, conferring via email.

Remaining Items

Phibbs award and Register nominations will be addressed via email and/or at the next meeting.

Adjournment

The meeting was adjourned at 10 am.

Respectfully submitted,
Bianca Wolf