

**University Enrichment Committee Minutes
January 31, 2003**

Joel Elliott convened the meeting at 3:00 p.m. in the Misner room of the Library.

Present were: Moriah Blake, Bill Dasher, John Dickson, Joel Elliott, John Finney, Sunil Kukreja, Jeff Matthews, Janet Pollack, Amy Ryken, Jeff Tepper, and Carolyn Weisz.

The committee approved the minutes from the December 4, 2002 meeting.

The committee set the permanent meeting time for the full committee: Fridays at 3:00 p.m. The graduate research subcommittee will meet Tuesdays at 10:00 a.m., the undergraduate research committee subcommittee will meet Wednesdays at 3:00 p.m., and the faculty research subcommittee will meet Fridays at 12:00 noon. John Finney will set specific meeting dates and notify committee members.

The committee discussed the feasibility of increasing the \$110 per night conference participation reimbursement for food and lodging. After a lengthy discussion considering the financial implications of an increase, the average amount of travel grants, concerns about increasing airfares, and use of departmental travel funds, the committee decided to table the issue until Fall 2003. (For each \$10 increase in the daily reimbursement rate the number of grants awarded will be reduced by about four; the relative contribution of grants to lodging has not changed in the past three years.)

The committee discussed the revised Student Research Proposal Guidelines prepared by subcommittee members Joel Elliott, Carolyn Weisz and Amy Ryken. In an effort to standardize proposal applications, the revised guidelines are more explicit about application requirements. The committee asked the subcommittee to draft a second set of guidelines for student travel reimbursements for presentations at professional conferences. The intent of separating travel and research proposals is to have student travel funds available as needed (rather than by a specific deadline, as currently required). This practice is currently used for faculty applications.

Finally, the committee discussed the nominations for the 2004 Register lecture.

Joel Elliott adjourned the meeting at 4:10 p.m.

Respectfully submitted,

Amy Ryken