

**University Enrichment Committee Minutes
December 4, 2002**

Joel Elliot convened the Meeting at 2:02 pm in the Misner room of the Library.

Present: Jeff Matthews, Joel Elliot, Michael Casey, Bill Dasher, Janet Pollack, Roberta Wilson, John Dickson, Sunil Kukreja, Carolyn Weisz, Moriah Blake and John Finney.

The committee approved the minutes from the October 23 meeting.

We next discussed recommendation of Retention Committee that we consider a “week of student work” celebration in the spring. Committee members pointed out there are already many student presentation and “awards” events. Perhaps we should just publicize what is already being done.

The committee agreed that John Finney would contact academic departments to find out what individual departments are doing. It was suggested we more actively publicize these events.

The committee then moved on to discuss the guidelines for student research proposals. It was suggested there is a need to clarify the guidelines so that students better understand the importance of meeting and following the guidelines. It was suggested that a sample proposal be placed “on line.” We then discussed the importance of faculty letters to student proposal. They were deemed very important.

Next the overlap of summer research grants with UEC awards was discussed. This tends to duplicate work for both students and faculty. John Finney suggested that a new endowment for The McCormick Award might solve the overlapping issues regarding summer research awards. The committee suggested that there be a page limit for proposals. Five pages was suggested.

The question of how many people should evaluate each student proposal was raised. In practice all subcommittee members read each paper. Denial letters should include reasons why a paper was denied.

John Finney reported on the status of travel grants. Last year we had made 24 grants to date. This year we have already made 40 grants; only 50% of the funds remain.

Announcements: Nominations needs to start again for the Register Lecture. It was suggested we put on next spring’s agenda the feasibility of increasing the conference participation per diem from the current \$110 per night.

Joel Elliot adjourned the meeting at 2:59 pm.

Respectfully submitted,

John Dickson