

Draft – 10/10/2013

**Minutes for the University Enrichment Committee Meeting
Thursday, October 10, 2013.**

Present: Justin Tiehen (chair), Sunil Kukreja, Stacy Weiss, and Amy Odegard

Call to order: The meeting was called to order at 8:35am.

Approval of Minutes: The minutes from the 09/13/2013 committee meeting were approved.

Budget Task Force proposal, requesting increased funds: Prior to the meeting, Tiehen distributed a draft proposal to committee members via email outlining a request for additional funds from the Budget Task Force (BTF) for Faculty Travel and Conference Participation, Faculty Research, and Student Travel and Research in 2013-2014. The following specific points were discussed:

Faculty Travel: Tiehen noted that the projected travel budget doesn't address whether the funds awarded are sufficient to cover total travel expenses; the proposed budget for 2013-14 is based only on the funding amounts distributed in 2012-2013. It was discussed that the current levels of UEC travel funding do not cover the actual cost of travel, which underscores the point that UEC funds are tight and supports the request for additional funding (also true for student travel).

Faculty Research: For the 2013-14 projected budget for faculty research, it was discussed whether the funding amounts awarded in 2012-13 represents the actual funding need. To assess need versus funding, Kukreja volunteered to pull together data from the past three years to compare the *requested* amounts to the *awarded* amounts for faculty research.

Student Research and Travel: As justification for the request for additional funding, it was noted that the maximum award for student travel of \$500 is well below the cost of travel for a conference. For research, students were not always awarded the maximum amount of \$500 or the full amount requested, which also supports the request for an increased budget. It was also noted that the number of student applications for research funding continues to increase each year.

Tiehen agreed to revise the proposal to include the committee's comments and distribute the revised version via email.

Webpage: The UEC webpage is being updated to make funding opportunities, application information, and deadlines more easily accessible for students and faculty. There will be separate webpages for faculty and students. The committee agreed that the current student website works well as it is, but the faculty website could be better organized and easier to find on the university search page. It was also noted that faculty and student UEC-funded research accomplishments could be highlighted on the webpage. Kukreja pointed out that a university-wide reconfiguration

of webpages is currently underway and it may be best to wait until this conversion is complete before going “live” with UEC webpages changes.

Selection of subcommittees: There will be two UEC subcommittees: a student research subcommittee, consisting of 3 faculty members and 2 students, and a faculty research subcommittee, consisting of 4 faculty members. Tiehen will send an email to committee members to ask for their subcommittee preference.

Adjournment: The meeting was adjourned at 9:15am.

Notes taken by Amy Odegard