

**University Enrichment Committee Meeting  
March 12, 1999**

**Present:** John Finney, Ryan Hagg, Paul Huo, David Smith, David Tinsley, Rand Worland

1. Minutes of the February 12, 1999 meeting were approved.
2. Nominations for the 2000-2001 Register lecture were reviewed and a lecturer was selected.
3. Per diem allocation - The Budget Task Force has agreed to provide \$4,000 toward increasing the travel per diem for food and lodging, which has been \$90 since 1992. John Finney proposed that the UEC allocate an additional \$3,000, to be drawn from travel budget funds used for second trips, so that the per diem could be increased by a significant amount. Finney calculates that with the \$7,000 per year increase the per diem can be raised from \$90 to \$110. Although there may be a small impact on funding of second trips, the Committee felt that raising the per diem by a substantial amount was the higher priority. The motion to use \$3,000 of second trip money toward the travel per diem was passed.

Currently, no more than \$600 per diem can be claimed on a research grant. John Finney proposed that since the average trip lasts four days, it would be reasonable to increase this limit to \$680 (4 days x \$20 per diem increase). The motion was approved.

4. The status of faculty and student research grants was reviewed. John Finney provided tables documenting grant recipients, report status, etc.
5. Wording of Released Time section of the Professional Development Handbook - Dean Cooney has reviewed the proposed revisions to this section of the Handbook. His only concern was with the proposed warning that "multiple applications from a single department should be avoided." Rather than trying to refine this phrase to account for the various types and sizes of academic departments, the Committee decided simply to remove it from the revision.
6. John Finney provided three pages of charts detailing how UEC funds have been allocated over the past decade. David Tinsley suggested that these be circulated to all UEC members and discussed at the next meeting.
7. John Finney also provided copies of the revised forms used for travel funding applications: "Request for Course and Seminar Travel Funding" and "Request for Conference Participation Travel Funding."

Respectfully submitted,

Rand Worland