Members Present: Sharon Tettegah (Chair), Regina Cate, Douglas Ferguson, Laura Marschall, Xeno Rasmusson, Tom Roby, Xinjian Lu, Joseph Zelan.

Member Absent: Gary Li

The meeting was called to order at 2:10 p.m. in room WA 800 by Chair Sharon Tettegah.

Tom Roby (Mathematics & Computer Science) was introduced as another member from the School of Science.

1. The agenda was approved by unanimous consent.

2. The minutes of October 5 were approved unanimously.

3. Report of the Chair: none


5. Old Business: none

6. New Business
   a. Prof. Arthur Burris Request
      The Committee considered the request to postpone the use of his 2000-2001 Faculty Support Grant to the next academic year. M/S Zelan/Rasmusson. Approved unanimously.

   b. The Committee discussed ways to improve the wording of the proposal format requirements. Possible alternative formats were discussed, which included time limits and word limits. Rasmusson will bring a revised wording to a future meeting.

   c. Tom Roby also agreed to tabulate scores and ranks of proposals.

7. The meeting was adjourned at 3:15pm by Chair Tettegah

Submitted by,

Douglas Ferguson
Secretary