Minutes of the meeting of January 4, 2001

Members Present: Joy Bhadury, Regina Cate, Douglas Ferguson, Gary Li, Xinjian Lu, Laura Marschall, C. Xeno Rasmussen, Sharon Tettegah (Chair), Joseph Zelan

Member Absent: Tom Roby

1. The agenda was approved unanimously.

2. The minutes of November 16, 2000 were approved with a minor typographical correction to the first sentence of 6.b.


4. Report of the Presidential appointee: None

5. Old Business:
   a. Review of Faculty Support Grant instructions.
      After discussion the following changes were approved to sections of the 2001 Call for Proposals (page 4)

      1) III. Award Categories  · Mini-Grants
         First sentence revised to read: "Mini-grants support the purchase of equipment, supplies, computer time, wages of student assistants and travel directly related to the conduct of the project or to disseminating its results."

         Last sentence added to this section: "RSCA mini-grant funds are limited to $5,000 per award."

      2) IV. Evaluation Criteria
         After second paragraph add the following paragraph:

         "Each project, whatever its focus, should contribute to the faculty member's career development. For example, a curriculum development project should be of a magnitude or significance above and beyond usual departmental and school curricular revision and enhancement; it should contribute to the professional stature of the faculty member by being suitable for presentation or publication"
3) APPLICATION INSTRUCTIONS
In section c. replace "the non-specialist" with "colleagues in other fields" ...

After extensive discussion of spacing, margin and font size requirements
the Committee agreed that where significant deviations occur in future proposals the
Committee may, at its discretion, contact the submitter to obtain further clarification.

6. New Business
a. Student Research Competition
The following members agreed to serve on this year’s Student Research Subcommittee: Sharon
Tettegah, Joy Bhadury, Laura Marschall, Xeno Rasmusson. This subcommittee will meet at our
regular time on February 1st to review the CSUH student applications to the CSU Student
Research
Competition.

It was agreed that the whole committee would next meet on April 12, 2001.

The meeting was adjourned at approximately 3:30 p.m. by Chair Tettegah.

Submitted by,

Douglas Ferguson, Secretary