

**RESEARCH AND CREATIVE ACTIVITY AWARDS SUBCOMMITTEE
MINUTES OF THE MEETING OF NOVEMBER 29, 2017**

Approved: December 13, 2017

CALL TO ORDER:

The Chair called the meeting to order at 11:03 a.m.

ROLL CALL:

Roll was taken.

Voting Members: James Fox, Katherine McReynolds (absent), Joyce Mikal-Flynn, Patricia Morris, Carlos Nevarez, Susan Perez, Nancy Sweet, Mahyar Zarghami

Non-Voting/Ex-Officio Members: William DeGraffenreid, Julian Heather (absent)

GUESTS: Julie McGinty, Office of Research, Innovation, and Economic Development; Shannon Rixin, Office of Research, Innovation, and Economic Development

OPEN FORUM & ANNOUNCEMENTS:

- Introduction of Interim Associate Vice President for the Office of Research, Innovation, and Economic Development.

APPROVAL OF THE AGENDA: Approved

APPROVAL OF THE MINUTES OF NOVEMBER 8, 2017: Approved

UPDATE ON 2016-2017 RCA POST GRANT REVIEW

Deadline for awardees who have yet to submit a report is Friday, December 1, 2017. In the next few weeks letters will be sent to all awardees of their report status: approved or pending further progress.

UPDATE ON APPLICATIONS FOR UNIV. EARLY-CAREER AND SENIOR AWARDS

Due to limited amount of applications submitted, committee will extend deadline for the Early-Career Award only to 1/19/18. Revised SacSend with the new deadline will be sent out this week.

DISCUSSION OF PROCEDURES FOR REVIEW DAY (JAN 17, 2018) AND FOR SCORING OF RCA PROPOSALS

Review day will be held Wednesday, January 17, 2018 from 9-12. All committee members will serve as panel chairs. Scoring procedure will remain the same as last year. Next year committee will use review data from 2017-18 and 2016-17 to assess changing the procedures.

NEXT MEETING: December 13, 2017

ADJOURNMENT: The meeting was adjourned at: 11:56 a.m.