



**RESEARCH AND CREATIVE ACTIVITY AWARDS SUBCOMMITTEE
MINUTES OF THE MEETING OF SEPTEMBER 19, 2018**

Approved: September 26, 2018

CALL TO ORDER:

The Chair called the meeting to order at 11:05 a.m.

ROLL CALL:

Roll was taken.

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

Non-Voting/Ex-Officio Members: Yvonne Harris, Antonia Peigahi (absent)

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

OPEN FORUM & ANNOUNCEMENTS: None

APPROVAL OF THE AGENDA: Approved

APPROVAL OF THE MINUTES OF SEPTEMBER 12, 2018: Approved

DISCUSS AND FINALIZE PARAMETERS AND TIMELINE FOR 2019-2020 RCA FACULTY GRANTS PROGRAM

- Award maximums: set to \$7500 (combination of assigned time, summer additional employment, and/or research support funds) or four units of assigned time. Faculty may apply for up to four units of assigned time.
- Project timeline: 10/8 Call for Proposals distributed, 11/14- applicant information session, 12/3- applications due, 1/16- Review Day, by 4/30-award announcements.
- Project eligibility: part of RCA Application Narrative discussion
- Letters of Recommendation: could speak to merit of projects. Committee will discuss further at next meeting.
- RCA Application Narrative: committee reviewed template for revision to narrative section. Committee will review and discuss finalizing section next committee meeting.

NEXT MEETING: September 26, 2018; Hornet Bookstore Suite 3400

ADJOURNMENT: The meeting was adjourned at: 11:58 am.