

**RESEARCH AND CREATIVE ACTIVITY AWARDS SUBCOMMITTEE
MINUTES OF THE MEETING OF SEPTEMBER 6, 2017**

Approved: September 13, 2017

CALL TO ORDER:

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

ROLL CALL:

Roll was taken.

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

Non-Voting/Ex-Officio Members: David Earwicker, Julian Heather (absent)

GUESTS: Julie McGinty, Research Administration Coordinator; Shannon Rexin, Associate Director of the Office of Research Affairs; Mahyar Zarghami, Assistant Professor of Electrical & Electronic Engineering

APPROVAL OF THE AGENDA: Approved

APPROVAL OF THE MINUTES OF MARCH 15, 2017: Approved

INTRODUCTION AND MEMBERSHIP UPDATE: Colleges of Business and of Engineering & Computer Science to hold elections for new committee member. Faculty Senate considering appointing a member at-large and FPC member.

NOMINATION OF VICE CHAIR: Katherine McReynolds was nominated and approved.

REVIEW OF MAJOR TASKS AND SCHEDULE FOR 2017/18:

Post grant reports for 2016/17 RCA Program: Awardees for RCA Faculty Awards program for academic year 2016/17 have final reports due through InfoReady Review by September 29th. The Office of Research Affairs will assemble all reports for committee review. Each report will have a committee member assigned who will be responsible for reviewing and bringing any concerns to the committee meeting on October 25th.

2018-19 RCA Faculty Awards Program: Review of tentative schedule. At the committee meeting on 9/20, the committee will discuss program deadlines, award capacities, and scoring procedures.

2018 University Award for Research, Scholarship, and Creative Activity for Senior Faculty: Review of tentative schedule. At the committee meeting on 9/13 the committee will discuss and finalize the timeline and procedure for the award.

2018 University Award for Research, Scholarship, and Creative Activity for Early-Career Faculty: Review of tentative schedule. At the committee meeting on 9/13 the committee will discuss and finalize the timeline and procedure for the award.

ADJOURNMENT: The meeting was adjourned at: 11:54 p.m.