

RESEARCH & FACULTY DEVELOPMENT COMMITTEE  
College of Arts & Sciences  
Eastern Kentucky University

MINUTES  
Meeting of October 30, 2006  
11 am, Roark 107

Present: D. Asfah-Mohallatee , D. Bautista, P. Calie, C. Kulp, B. Mitchell, F. O'Connor, T. Otieno (Chair), P. Paolucci, C. Rich (Recorder).

Absent: T. Gooch\*.

\*denotes prior notification of absence

1. The meeting was convened at 11:00 a.m.
2. Several issues that had arisen in evaluating the faculty development grant applications were discussed, including: lack of accompanying documentation for conference presentations; whether or not department chairs added comments in support of the applications; and whether or not departments were financially supporting the applications. Otieno explained how we came to the present policy of classifying the applications into three basic categories and awarding a uniform amount to applications in those respective categories.
3. Otieno announced that the funds available for this semester's grant application process are \$12,000 at this time.
4. Otieno suggested that in the spring semester the committee review and revise the grant application form to prevent the ambiguities mentioned above, as well as stipulating (to applicants and to department chairs) that accompanying documentation must be included in the future.
5. A total of 57 applications were submitted for review. The committee recommended that four be sent back to the applicants for more information and eliminated three because the individuals concerned had each submitted two applications.
6. The rest of the applications were classified into four categories.
7. A meeting was called for Monday, Nov. 6, at 11:00 a.m. to finish work on this project and to discuss the process, including the timeline, for reviewing applications for the Roark Lecture.
8. The meeting was adjourned at 12:40 p.m.