RPA MEETING MINUTES

Date/Time/Location: 10 January 2008 Meeting; 8:00-9:00 AM; 107 Lab of Mechanics
Attending: Mike Owen (CALS), Arnold Van Der Valk (LAS), John Jackman (Engr), Jack Girton (Chr. Research), Sedahlia Crase, Gregory Palermo

1) Minutes of 12/13/07. Approved; to be reviewed at next meeting with provost.

2) Research Policy
   J. Girton distributed the 11/29/07 draft of the proposed research policy. This draft has been approved by the Research Committee and VP-Research John Brighton. Joanne Altieri, the director of OSPA participated in the committee work sessions.
   ~ Approved by the council with minor editorial changes.
   Next steps:
   ~ Discussion with provost on 1/24/08
   ~ Forward to the Senate Executive Board for consideration by the Senate.

3) Budget Review Criteria.
   Review of Draft 1 Budget Evaluation criteria. The main topics seem to be appropriate and including the original sources in the Appendix was well-received. Suggested revisions:
   ~ List sample questions/data required as bullets under each main topic
   ~ Spell out all acronyms at the first use
   ~ Add a review procedure example to the Appendix to go with the policy & key questions outline. Explain the data needed, how to use to evaluate, etc., as a model.

4) Next meeting:
   January 24, 2008

5) Spring Semester 2008 Schedule
   All meetings are scheduled for one hour: 8:00 – 9:00 AM. Meetings with the provost will be in Beardshear 1550; the other meetings will be in Lab of Mechanics 107
   ~ January 24 (w/provost & Ellen) at 1550 Beardshear
   ~ January 31
   ~ February 21 (w/provost & Ellen) at 1550 Beardshear
   ~ February 28
   ~ March 13 (w/ Ellen) at 1550 Beardshear
   ~ April 3
   ~ April 17 (w/provost & Ellen) at 1550 Beardshear
   ~ May 1

Please forward comments and corrections to G. Palermo

Minutes prepared on behalf of the Council by G. Palermo, chair.