AIRC Meeting Minutes
March 3rd, 2006

Attendance: J Elmo Rawling 3rd (Chair), BJ Reed, Jennifer Snoek-Brown, Abdol Soofi, Joan Riedle, Sam Owusu-Ababio, Jason Thrun, Rami Reddy

Rawling called meeting to order at 9:00 am.

1. Kathy Lomax handed out the SAIF A and B proposals. There are 25 A proposals and five B proposals with a total request of $155,755. There is only $60,000 available therefore not all proposals will be funded. Abdul Soofi reminded the committee that the dollar amount in this fund has not changed in over 20 years, and Elmo Rawling reported that the only real option to increase the funding is to request funds from the University Foundation.

2. The committee agreed that all members of the committee will review both A and B proposals and give them a score of 1-5 (1 is the lowest score possible). Elmo will email a spreadsheet with the number and title of each proposal. Each reviewer will fill in their scores and email it back to email before the next meeting (date yet to be determined). Committee members will NOT review their own submissions and Elmo will compile the review scores and assign an average score (summed scores/number of reviewers). The spreadsheet will also have a “Comments” field for reviewer feedback.

3. The committee agreed that the issue of what is important scholarship will be based on the strength of the proposal and dissemination plan.

Meeting Adjourned at 9:30 am

Submitted By
J Elmo Rawling 3rd