

University Mini-Grant and Summer Stipend Committee (UMGSSC)

AY 2017-2018

Monday March 12th, 2018, 2 PM- 3 PM

FO-5, ORSP Conference Room #116

Meeting Minutes

1. Call to Order
2. Approval of Agenda
3. Approval of the Minutes of Nov 30, 2017
4. Review process and policies on Reassigned Time Award
5. New Business
6. Adjournment

Date: March 12, 2018

Location: FO-5, ORSP Conference Room #116.

Present:

- Prof. Olga Korosteleva_CNSM (Chair of AY 2016-2017)
 - Prof. Tianjiao Qiu_CBA (Chair of AY 2017-2018)
 - Prof. Shelley Xu_CED
 - Prof. Joyce Campbell_CHHS,
 - Prof. Arturo Zavala_CLA (Co-Chair of AY 2017-2018)
 - Prof. Susan Carlile)_CLA
 - Prof. Shadnaz Asgari_COE
 - Ms. Leslie Andersen_Library
 - Dr. Jason Wang_ORSP
 - Ms. Ann Kinsey
 - Prof. Kristi Hagans_CED
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1. Call to Order at 2 pm.
2. Approval of Agenda
3. Approval of Minutes of Nov 30, 2017 (Unanimous)
4. New Business – Reassigned time procedures
 - a. Academic senate passed the policy (Policy Number: 18-XX) to add the Service Reassigned time according to CBA 20.37 to the portfolio of the UMGSSC committee on 2-15-2018.
 - b. Dr. Schurer (the chair of Academic Senate) made a request to the Chair of UMGSSC to work on reviewing and making recommendations to the Provost of Service Reassigned time for AY 2017-2018 applications on 2-26-2018.
 - c. History of the award:
 - i. The award has been around for three years at CSULB.
 - ii. There was no college-level recommendations. The proposals went directly to Academic Senate.

- iii. The Executive Committee of Academic Senate was in charge of reviewing the proposals and making recommendations to the Provost for the reassigned time in this category for the last three years.
 - iv. The Executive Committee of Academic Senate used a scale of 0 (not recommend), 1 (neutral), and 2 (recommend) to evaluate the proposals.
 - v. There were 62 applications in AY 2016-2017 and 18 applicants received the award.
- d. Suggested UMGSSC review process through discussion
- a. UMGSSC members will be able to access the proposals through a BeachBoard folder “CBA 20.37 Assigned Time for Exceptional Levels of Service”.
 - b. The awarded proposals in AY 2016-2017 will be available in the folder.
 - c. Due to conflict of interests, UMGSSC members who are submitting proposals for the reassigned time in this category cannot participate in the evaluation process.
 - d. UMGSSC members use a four-point scale to evaluate the proposals:
 - 1. Not support
 - 2. Support when funds available
 - 3. Support
 - 4. Support with priority
 - e. No specific deadline is set up by Academic Senate on UMGSSC recommendation.
 - f. UMGSSC chair and co-chair will meet with Dr. Schurer to work on the details of the review. We will propose to create subgroups that will meet and discuss the applications. The quality of the proposal will be more important than distributing across colleges.

Meeting adjourn (2:51 pm)