**UNIVERSITY MINI-GRANT AND SUMMER STIPEND COMMITTEE CHARGE**

In accordance with the Chancellor’s mandate, the University Mini-Grant and Summer Stipend (UMGSS) award committee is designated to serve as the primary advisory body to the Academic Senate, the Provost and Senior Vice President for Academic Affairs or designee, and the Office of Research and Sponsored Programs, in furthering an atmosphere conducive to research, scholarship, and creative activity. The UMGSS is a standing committee of the Faculty Personnel Policies Council.

~~Among its responsibilities, t~~The University Mini-Grant and Summer Stipend Committee shall:

1. Meet to review criteria, processes, and procedures for the review, evaluation, and rating of mini-grant and summer stipend proposals;
2. Review and rate the proposals for summer stipends and mini-grants;
3. Make recommendations to the Provost and Senior Vice President for Academic Affairs concerning the awarding of mini-grants and summer stipends;
4. Evaluate applications for reassigned time for exceptional levels of service, make recommendations to the Provost and Senior Vice President for Academic Affairs, and notify awardees (as further delineated in Senate policy 18-02).
5. Review University policies governing research and creative activities and make recommendations to the Faculty Personnel Policies Council;
6. Work with the Office of Research and Sponsored Programs to generate announcements with deadlines and application forms; and
7. Submit an annual report to the Academic Senate with a copy to the Office of Research and Sponsored Programs.

Members of the committee are not eligible to apply for either the mini-grant or summer stipend during committee service.

**MEMBERSHIP**

* Provost and Senior Vice President for Academic Affairs (or designee);
* Associate Vice President for Research and Sponsored Programs (or designee);
* Full-time tenured faculty members elected by their respective colleges:
* Four (4) from the College of Liberal Arts;
* Two (2) from each of the other colleges; and
* One (1) full time tenured librarian.

Elected members serve two-year terms. No elected faculty member may serve consecutive terms.