**RAC Meeting 11/15/22**

In Attendance:

* Cheryl Greengrove
* Yonn Dierwechter (Chair)
* Alison Gardell
* Robin Minthorn
* Peter Selkin
* Arindam Tripathy
* Lisa Isozaki
* Kelly Dyer

1. Members are asked to review the minutes from last week and give Kelly any edits that need to be made. Also, review the proposed new initiatives outlined in the minutes and think about which ones you would like to committee to focus on this year.
2. Scheduling:
   * The next meeting (9:30-11:00 am December 9) will be scheduled for 1.5 hrs.
   * We will look to have Leslie Kinkade, Interim Vice Chancellor for Advancement and Andy Harris, Executive Vice Chancellor for Academic Affairs on the schedule for the January meeting to discuss future funding.
   * Please give Kelly access to your Outlook calendar for meeting scheduling purposes. *Availability Only* level of permission is sufficient. It will only show whether your time is “Free”, “Busy”, “Tentative”, “Working Elsewhere” or “Out of Office”.
3. Updates (Cheryl):

* Relevant documents for the meetings and previous years’ grant applications and rubrics are located on the Google Drive. Everyone should have access to the new RAC 2022-23 folder. Cheryl and Kelly will work on making sure access is granted to the documents needed from previous years. The Google Drive folders may migrate to an Outlook One Drive soon. We will keep everyone posted.
* The committee will have to move quickly to update the Founder’s application for this year’s grant process.
* History of the Founders Awards:
  + The Founders Endowment has provided money to fund scholarship on campus. $25,000 was granted in 2020-2021. In the Spring of 2020 the RAC established an application process for the grants, including the criteria for application and the rubric for decision.
  + In 2021-2022 $100,000 was dedicated to the grant fund. $40,000 from the Founders Endowment and $60,000 raised by Advancement.
  + This year (2022) there are $40,000 available from the Founders Endowment. No money was raised by Advancement.
  + The rubrics used in the two previous years are different and the rubric used for this year will probably be a combination of the two.
* Lisa gave a brief overview of the state of research at UWT
  + There was additional discussion about how to report scholarship that occurs on campus that is not funded.
    - The ability to gather the information from the yearly activity reports that each school/faculty member fills out would be helpful. There are software packages that can help gather this information. Interfolio or another similar software could do this campus-wide.
* There was discussion about what support the RAC can offer faculty who are doing research/scholarship without funding. Faculty members were surveyed Spring 2020 on this topic and the results were: time, small grants and more engagement from Advancement to raise additional funds. This survey should be in our RAC folder.

1. Founders Application Process:

* The typical timeline for the RAC to prepare to distribute awards:
  + Fall: Update application and rubric, it is then forwarded to the Vice Chancellor for Academic Affairs to approve.
  + January: Application is ready to be distributed.
  + February: Applications are due.
  + March-April: Applications are reviewed by RAC.
  + April-May: Awards are granted.
* The job of the RAC this year is to decide how to distribute the $40,000.
  + The committee discussed the size of grants, how many would be distributed and who the audience should be this year.
    - It was proposed to keep the 5 theme categories that were established last year (Two $4,000 grants for each theme with 1 grant targeted at tenure track faculty and 1 grant for teaching faculty).
    - The grants will focus on planned need, rather than immediate need. Ideally, individual schools will be able to help faculty with immediate needs.
  + The committee will look at the applications and rubrics from the past two years and find what can be merged and how different criteria should be weighted in the rubrics.
  + The application process should be shorter/more streamlined than last year.
  + Look at creating an online form for the application through Qualtrics or similar program.

1. Community-based research: What can RAC do to help this year? (Robin)
   * Creating sustainable relationships with BIPOC groups
   * The Office of Community Partnerships will be offering an ethics training focusing on working with community members.
2. Presentations from last year’s award winners after an upcoming FA meeting will be discussed at a future meeting.