RPC Committee Minutes (2/7/14)

Present: Jennifer Teper (chair), Beth Woodard, Dan Tracy, Lisa Hinchliffe, Kirstin Dougan, Qiang Jin
Missing: Atoma Batoma, Beth Sandore

Update on AP Research Report for EC: Not quite done; however, Beth Sandore came up with some stock language on investigation time for job descriptions that is already being implemented for AP positions.

Update on the budget: We are close to spending out funds for the year, including unspent money rolled over from previously uncompleted projects. We may need to request more money, and Jennifer will send a note to LibFac asking for people to indicate whether they have plans to submit a request by the end of the fiscal year to help estimate. Given that we have spent out our funds the most recent two fiscal years and are already planning to request a funding increase for the untenured research books and research showcase, we will need to discuss how to prioritize applications for future years since there will be a real chance of being unable to fund all proposals.

RPC brownbags/presentations: last year there were four (plus two partnered with the Humanities Research Group). Jennifer already has a couple of people who have indicated they will provide a brownbag. Kirstin and Beth will coordinate contacting potential presenters and scheduling.

Website review:

- Charge and Membership page: We need to ask EC to update our charge, especially if AP report proposals are approved.
- Minutes: There are web minutes but not updated for this year. This and other items need regular update if we are going to do them. Lisa volunteered to update minutes.
- RPC App Process: We will take out the CV requirement—we don’t use it in decision making.
- Application deadlines: remove this page as we do not have real deadlines.
- Application form: eliminate length of time on UIUC staff. Flip narrative/budget sections.
- Policies for Award Approval page: grad hourly rates have been updated but need further info on what the different rates represent in terms of labor. Need to add that we don’t fund materials created for conference presentations (posters, handouts, etc.). Need to add information about academic hourly fringe rate charges—and put a notification about this on the application form as well.
- Outcomes: need to update the contact person as well as solicit updates from prior grantees. Jennifer and Lisa will be working on this.