**Subject**: URC Meeting

**Date**: 11/04/2019

**Chair**: M. Williamson

**Members present**: M. Bergbower, R. Hinshaw, and S. Wong,

**Others present**: K. Games and M. Burns

M. Burns – New total for Committee use is $26,390.07. Unused money from last year carried over.

M. Williamson – Money for publication costs must come from this pool as well.

M. Burns – there is a $2,638.10 outstanding request for reprints carried over from Feb. 2019. I will follow-up on if there is a need for these expenses still.

M. Williamson – One possible focus to take is to commit to spend half of the money this semester, and half the next semester when a new round of applications are submitted.

S. Wong – The merits of the applications should be given strong consideration.

M. Williamson – We have the ability to fund projects in-part or in-full.

M. Burns – presents rubric scores emailed to her by the committee.

M. Bergbower – I did not give projects overall scores because I wanted to get some thoughts from the group. I needed some clarification on what exactly a couple of these projects were specifically contributing to their research field.

M. Williamson – I don’t think all the projects were well-presented.

M. Bergbower – Applicants should think about communicating with a broader audience when applying for these grants.

Group – Discussion on summer stipends and travel funding. Given the fact that we do not have a lot of money to award, perhaps we should exclude awarding these two items.

S. Wong – Applicants home departments must be called upon for travel funding. Many of us do research in the summer as well.

M. Williamson – undergraduate student wages exist in other places as well, such as the SURF program. Perhaps we should exclude undergraduate student wages from awards as well.

S. Wong – some applicants ask for expensive computer equipment without must justification.

Group – Individual proposals discussed and awards granted. Around $11,000 to $13,000 is awarded for the semester.