REAL Council

Minutes

May 13, 2011, 10:00 a.m., Admin 208

Attendees: Denise Martinez, Johnny Robinson, Kirsten Buzbee, Justin Carrell, Cynthia Carter, Trey Berend, Art Low, Russell Pfau, Marilyn Robitaille
By Phone: Kim Rynearson

Handouts:
- Agenda

Discussion:
1. Previous items:
   - Identify and recruit high impact areas from previous meeting
     - Benni – gen ed? – engl 111/112 too packed, maybe tech writing?
     - Denise/Art – planted some seed with Ag (Kyle McGregor)
       - Also, what can the student clubs do? Maybe combine chem, geo, engineering, etc.?
     - Trey – has had some discussions with AS&D; will discuss further with Kyle McGregor – teacher and non-teacher interns.
       - Also contact capstone instructors
     - Melissa – PD1 being conducted as an ALE and will continue in Fall
       - PD2 and PD3 are not yet ALES but Melissa will look into it.
     - Kim – intro to Psych – undergrad research course; Mandy Mason and Jennifer Gibson; Kim will look into this one.
   - issues/deterents:
     - one college has a number of faculty who view supervising these projects as lots of effort for little gain.
     - Chalk & Wire is overwhelming to some; some are using other tools
     - some have issues with the word “reflection” (touchy-feely).
       - solution – call it a post-experience analysis
     - leadership and service project plan turned out to be redundant so Johnny is removing that requirement.
       - Denise – remove this requirement from the website.
2. Website
   - Continues to be updates as needed; check it periodically
3. Current items
   - New QEP stipend structure
     - Stems from the issue of time and effort pay particularly for staff members
       - major audit item
• at a minimum need to document the additional hours as being done outside normal business hours
• but exempt employees are essentially “on duty” 24/7
• need equivalence/consistency for tasks
• Need to set a task rate and the conditions - discussion
  • not less than $500; others say not less than $750
  • want the stipend to be allowed to be up to $1500 for bigger projects
  • do we want to make the threshold number of students?
    • undergrad research typically small impact but take a lot of time to mentor the students
    • similarly for study abroad/U.S.
    • internships are typically single students
    • no, number of students is not necessarily a good indicator of the time invested in establishing and running the experience
• base it on time commitment?
  • based on $1500 adjunct pay and estimating time for one class we established a 60 hour cutoff
  • $1500 for \( t \geq 60 \) hrs
  • $750 for \( 20 \leq t < 60 \) hrs
• also make it clear that the stipends are one time only for the same or very similar programs/courses
  • Denise – update website, app, etc.
• require final report
  • probably need to; all – consider what you want in this report for discussion next meeting (budget summary, resulting publications/presentations, benefit, concerns, etc.)
• review of applications
  • Anyone who was unable to participate in the meeting please submit your reviews to Denise
  • concern – several apps were repeats of previously funded experiences. The objective is to establish experiences and work out the logistics so repeat items are not likely to get repeated funding, especially stipends, unless there is something new about the experience. One app didn’t even bother to change dates.
• Application updates (Denise)
  • ask if the money will be used for a stipend
  • ask the number hours anticipated to be used on the project
  • set up the app for repeated experiences that do not require funds; need a method for re-upping those. will need updated syllabus.

4. Adjourn – 11:15 a.m.