

## Eastern Florida State College

### OUR Funding Review Board Spring 2019 Meeting Minutes

Meeting convened April 24, 2019 by conference call at 4 PM.

Attendees: Mary Garrett, Scott Herber, Dr. Zhengrong Li, Dr. Ashley Spring, Rhonda Rye

Dr. Ashley Spring began the meeting with recommendations for board meeting agenda preparation to be shared earlier for input by board members. Ms. Garrett noted suggestions to implement for future meetings. The progression of the meeting continued in the order noted on the agenda.

#### I. Board member introductions

#### II. Current funding requests: none

- a. Dr. Li shared a tentative funding proposal associated with a summer research opportunity with the American Chemical Society.
- b. Ms. Garrett shared the current funding limit is \$200 per semester. Funding proposals submitted in excess of \$200 are still forwarded to board members for voting.

#### III. Travel expense updates

- a. Ms. Garrett and Dr. Spring attended the 2018 Florida Statewide Research Symposium on October 19-20 at Florida Atlantic University.
- b. Ms. Garrett and Dr. Spring along with two students attended FURC 2019 at the University of North Florida on February 28-29.

#### IV. Fall 2018 OUR activities

- a. Open house to show OUR Space and poster gallery.
- b. Melbourne campus classroom presentations (6), workshop presentations at College for a Day and table hosted at Kick-off and the Bachelor Expo events.
- c. Palm Bay campus Kick-off event

#### V. Spring 2019 OUR Activities

- a. Melbourne campus classroom presentations (7), table hosted at Kick-off and SkillsNOW! Conference. Information sessions in January, February and March. The February session was in partnership with Melbourne Campus Advising.
- b. Palm Bay Kick-off event
- c. Dr. Spring and Mr. Herber asked Ms. Garrett the reason for sharing OUR activity information with board members. Mr. Herber further asked for clarification regarding spending for student events and budget concerns. Ms. Garrett explained the reason for sharing OUR fall 2018 and spring 2019 activities was to make the board aware of how increased student promotional activities may lead to increased student research

proposals. Information was shared so board members would know some of the underlying efforts that went into recruiting students. OUR office expenses increased due to coordinator travel to attend events at other campuses, personalized OUR tablecloth and printing costs for flyers, posters and other promotional materials. Dr. Spring asked if additional funding had been added to the OUR budget in anticipation of more students becoming involved in research. Ms. Garrett indicated the OUR budget status was unknown and all budget questions are directed to Dr. Handfield.

#### VI. Undergraduate Research Exhibition

- a. Fall 2018 had three student participants.
- b. Spring 2019 had five student participants.
- c. Student traffic at the fall event was unknown; however, the spring event had 76 attendees.

#### VII. Fall 2019 Planning

- a. Comments from students who attended the spring 2019 undergraduate research exhibition indicate a lack of awareness and understanding of the OUR funding process. Therefore, Ms. Garrett indicated an OUR summer 2019 goal was to extract the funding information from the OUR Constitution and Bylaws and post to the website to better serve students.
- b. FURC 2020 is being hosted by Florida Gulf Coast University on February 21-22.
- c. The next board meeting is TBD during fall 2019 Welcome Back.

Meeting adjourned at 4:35 PM.