Attendees: Timothy Brophy, James Oliverio, Joan Frosch, Margaret Butler, Julia Morrisroe, Kristen McLaren, Travis Garrison, Chris Richards

Absent: Neta Pulvermacher, Jill Sonke, and Juan Barcelo

1. Dr. Brophy gave the charge to the committee and discussed committee structure
   a. Committee membership term is two years for faculty and one year for students
   b. Meetings will be held on the 2nd Friday of every month from 3:00-4:00 in the Dean’s office conference room

2. Dr. Brophy gave everyone the IFAS ‘Roadmap to Research’ publication. He recommended that the committee may want to consider an approach similar to the one IFAS used to create this roadmap for formulating a college research agenda.

3. Discussion was held on the CFA Research website
   a. Send timely updates to webmaster Mike Truluck to upload
   b. Forming a subcommittee was suggested
   c. Publish research profiles for all faculty and graduate students

4. Dr. Brophy announced that Dr. Sobha Jaishankar, Assistant Vice President for Research, will be the featured speaker at the first session of the Dean’s Research Seminar Series on April 2, 2010 at 3:00 pm.

5. Next year’s meeting seminars will feature Research Deans from other UF colleges who will share the research going on in their colleges and possible collaborations with CFA faculty

6. Dr. Brophy suggested production of an annual report that will focus on Fine Arts research and highlight research faculty and their on-going projects.

7. Discussion was held on 2009 Scholarship Enhancement Fund (SEF) grants’ process, and addressed questions from faculty in the School of Art and Art History.
   a. Scoring
   b. Method of review
   c. For future discussion: Should everyone get ‘some’ funding? How should the funds be allocated? Should the process be ‘blind’?
   d. Committee members were asked to review the process and discuss this at school faculty meetings.
   e. Other discussion items:
      a. Discipline jargon used in the SEF proposals—applicants should write the grant description so those outside their discipline will understand what they are doing and what they hope to accomplish
      b. A suggestion was made to review the SEF scoring/review processes used in the CLAS
      c. We should consider asking an external grant specialist review our applications
      d. It was suggested that some faculty members apply for and receive 2, 3, and 4 SEF grants in a row, so perhaps a limit should be applied to give others a chance to receive grant money

The next meeting will be held April 9, 2010 at 3:00 in the Dean’s conference room.
Minutes will be posted on the college research website.
Meeting was adjourned at 3:58 pm.