

UNIVERSITY ENTERPRISES, INC.
Campus Grants Program Committee Meeting
Tuesday, April 3, 2018
11:30 a.m. – 1 p.m.

Attendees: Liz Baidoo, Chair, Jasmine Jacquez, Monica Kauppinen, Steve Perez

Staff Present: Michael Calvillo, Angela Rader

The meeting was called to order at 11:32 a.m. in the UEI Board Room. The purpose of the meeting was to debrief the 2018 Campus Grants Program, including the application and scoring processes, as well as the direction and future goals of the program.

The committee discussed the current year of the program, which saw the awarding of \$59,695 to 21 projects out of 51 qualifying applications. The committee was updated on the status and progress and some of the awardees, including any feedback they had, by program administrator Michael Calvillo. The committee discussed the ways in which awardees provide feedback, including the Final Report required by all awardees upon the completion of their projects. Alternative data collection was discussed for future years, such as Survey Monkey.

Next, the committee talked about the application and scoring process used for last year's proposals. 2017 was the first time the program used the online service InfoReady Review to host, review, and score applications and notify awardees. Some suggestions were discussed, including making the flow of application and scoring rubric mirror each other, as well as screening out allowable expenses on proposed budgets before the committee members review them.

The committee then debated the future of the program and its role in the campus community. Some of the ideas and topics discussed included: the possibility of the committee awarding more projects proposed by students; if the program should focus on partially funding more projects versus fully funding fewer projects; should the program try to align itself with the missions and goals of the university and set aside funding for projects related to specific initiatives, such as food and housing insecurity.

Lastly, the committee spent some time talking about marketing efforts going forward with UEI Marketing Director Angela Rader. The committee discussed an increased social media presence to promote the program, including mediums like Facebook and Snapchat. More physical forms of marketing were also discussed, including posters and banners, as well as video boards and screens throughout campus.

The meeting was adjourned at 1:00 p.m.

Respectfully submitted,

Liz Baidoo
Chair