



Exceptional Faculty Grant Committee Fall 2026 Meeting October 5, 2026

Attending: Merry Bond, Sheila Timm, Hoa Le, Larissa Arnold, Kali Brandt, Kim Beebe, Corry Kile, Amber Lemiere

Recorder: Nicole Buffham

1.) Call to Order

Merry called the meeting to order at 2:00 pm.

2.) Purpose

The Exceptional Faculty Grant Committee met to evaluate and modernize its processes, timelines, and bylaws in response to a high volume of complex proposals. Discussion included updating outdated funding cap guidelines in the bylaws, developing a standardized evaluation rubric to ensure transparency, adjusting meeting schedules to better prepare committee members, and improving communication regarding VPAL recommendations.

a.) Timeline and Committee Orientation

- i.) The final spring meeting will be lengthened to a minimum of 1.5 hours.
- ii.) Bylaws will be reviewed biennially.
- iii.) A remote winter quarter meeting will be scheduled each year to onboard new committee members, answer questions, and prepare evaluation tools for the spring proposal review cycle.
- iv.) Committee members will be given access to the proposals as soon as possible after the VPAL review, to allow for a potential sub-committee pre-meeting that provides time for discussion in preparation for the determination meeting.

b.) Application Evaluations and Process Transparency

- i.) The committee agreed to adopt a ranking rubric (similar to the Faculty Development Committee model) to improve objectivity, consistency, and transparency in committee decision-making. The rubric will be reevaluated each cycle.
- ii.) The current guidelines will be removed from the bylaws, and a standalone guidelines document will be developed. This will be reassessed biennially to ensure it remains current.
- iii.) The committee expressed a need for clearer documentation of VPAL review

decisions, specifically clarifying the priority ranking and the rationale for funding source recommendations (Foundation funding vs. Exceptional Faculty Grant funding).

- iv.) Potential improvements to the application form were identified, including questions that address project impact (both qualitative and quantitative metrics) and project viability under partial-funding scenarios.
- v.) The committee requested a historical grant log detailing the past approved projects to guide future applicants.

3.) Next Steps

a.) Merry

- i.) Draft a rubric to assess applications based on the bylaws and share it with the committee for feedback.
- ii.) Work on clarifying the VPAL review process and improving documentation on the rationale for funding recommendations.
- iii.) Make refinements to the bylaws to bring back to the committee for further review.
 - (1) Include a reference to the standalone guidelines, which will be reviewed at least every two years.
 - (2) Refer to the rubric, which will be reviewed annually.

b.) Nicole

- i.) Create a document that shows the history of approved grants, including the year, project, and total amount awarded.
- ii.) Schedule a second fall meeting to review and further discuss the drafted rubric, application, and bylaws.

c.) Sheila

- i.) Share a blank copy of the application for committee review.
- ii.) Consider adding questions to the application form about project impact (qualitative and quantitative) and potential partial funding scenarios.

4.) Adjournment

The meeting adjourned at 3:00 pm.

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