



## Academic Innovation Center (AIC) Council Minutes

Date 09/06/2018 Start Time 3:00 PM Adjournment Time 4:07 PM Location AIC Walker Hall 1-137  
 Type of Meeting  Regular  Special

<b>CHAIR</b>	Todd Murphy
<b>SECRETARY</b>	Sandy Bailey
<b>ATTENDEES</b>	Tarriek Rideaux, Mary Elizabeth Bridges, Rebecca Yantis, Leigh Hersey, Tommie Church, and Todd Murphy
<b>ABSENT (EXCUSED)</b>	Sandy Bailey, Heather Pilcher, Savannah Posey, Eugenie Ardoin, Shannon Banks

### Agenda

<b>GENERAL ANNOUNCEMENTS</b>	
<b>DISCUSSION TOPICS</b>	
<p>1. AIC Chair Todd Murphy called the meeting to order at 3:00 pm. The council members present reviewed and approved the minutes from the last meeting (8/22/18). The AIC budget for this academic year was shared.</p> <p>2. Council members discussed the changes to the mission and vision to include making a clear separation between the AIC Council and the Academic Innovation Center. All documents are posted in the Google Drive. The AIC Chair will be working to update the website before the next AIC event.</p> <p>3. Last year's award recipient presentations have been scheduled:</p> <ul style="list-style-type: none"> <li>a. Rebecca Hamm (Monday, September 17th @ 10 am)</li> <li>b. Jessica Dolecheck (Thursday, September 20th @ 10 am)</li> <li>c. Janelle McDaniel (will present in the Spring)</li> </ul> <p>Each presentation event will be approximately 30 minutes in length. Moving forward, the AIC Grants will be renamed AIC Awards. An email invitation to the presentations that will include information about the award application will be sent next week.</p> <p>4. Council members made suggested changes to the AIC Award application using the Google Drive. The council agreed it would be an important part of the review process to meet and discuss the applications once each council member has had a chance to review them. The council will work to make sure the awards align with the mission and vision of the AIC. AIC Award deadlines for this year are:</p> <ul style="list-style-type: none"> <li>a. Application deadline: Friday, November 16th</li> <li>b. Award decisions announced: Friday, December 7th</li> </ul> <p>The council will meet to review the applications after the Thanksgiving break. The website will be updated to include the previous recipients and their projects. Collaborative proposals are highly encouraged and people who have previously applied can apply again.</p> <p>5. New Ideas:</p> <ul style="list-style-type: none"> <li>a. Coffee Talk: AIC council members can take a turn facilitating a coffee talk on a topic of their choice/interest. An email advertising these talks will be sent out by the AIC Chair.</li> </ul> <p>1st Coffee Talk: Thursday, September 13th 8:30-9:30 am facilitated by Tarriek Rideaux. Discussion will include use of the AIC and the AIC Awards.</p> <p>2nd Coffee Talk: Monday, October 8th 10:00-11:00 am facilitated by Leigh Hersey. Discussion on engaged scholarship</p> <ul style="list-style-type: none"> <li>b. Collaborative Workshop/Lunch: This workshop will be an opportunity to promote collaboration and find someone that faculty or staff could work with on a particular project/research idea. Attendees can utilize the white boards to write ideas and leave their contact information in the event someone else coming in would like to collaborate with them.</li> </ul> <p>AIC Collaborative Workshop: Tuesday, September 25th 12:00-1:30 pm. Lunch provided. RSVP encouraged. AIC Chair, Todd Murphy, will facilitate. An email with event information will be sent to faculty and staff this week. Information will also be included on the website.</p>	

6. Supplies for the Coffee Talks and Collaborative Lunch will be purchased.  
7. Meeting adjourned at 4:07 pm

**CONCLUSIONS**

**ACTION ITEMS**

**PERSON RESPONSIBLE**

**DEADLINE**

- AIC website must be updated prior to next AIC event
- Email faculty about AIC Award presentations

Todd

By Next meeting

Approved by committee/council chair  Yes on 10/03/18