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# Sabbaticals and Fellowships Committee Meeting Minutes

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Location: Zoom

Date: October 8, 2020

Time: 2:15 PM

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**Members Present: Tre'Shawn Hall-Baker, George Davison, Angie Misaghi, Lauren Movius, Orianna Kim, Mary Eshaghian**

## **Agenda details:**

### **I. Call to Order**

### **II. Public Comments—none**

### **III. Approval of Minutes: Motion : Lauren 2<sup>nd</sup>: Angie**

- a. Link to Minutes

### **IV. Action Item: Review Sabbatical & Fellowship Reports**

~~a. Sabbaticals none received.~~

b. Fellowships (just one)

- i. **We approved Yukiko Tsuboi's report conditionally—we wanted more information about how many hours she worked. (Her response was sent to the committee on Oct 12<sup>th</sup> and accepted)**

**Motion: Tre'Shawn 2<sup>nd</sup>: Mary**

**Unanimous conditional approval**

### **V. Discussion Items:**

a. Recruiting more Applicants

- i. Creating a survey

**Discussion of survey questions and integration of committee's questions and suggestions into a completed survey**

b. Looking at the AR, possibly

i. Time discrepancy for sabbatical reports: Week 12 in the AR and Week 8 in the application

**Talked about this for a couple of minutes and didn't do anything.**

c. Creating a form for reports

i. Simple template:

What you said you would do in the Application	What you did

Talked about streamlining this and making it compatible or mirroring the application.

**VI. Announcements**

a. Moving fellowships to the spring

b. Re-opening sabbatical applications in the spring if we don't get enough applications

**VII. Adjournment 3pm**

Motion: Tre'Shawn

2<sup>nd</sup>: Lauren