

**RIT Oversight Committee Meeting
November 11, 2008**

MINUTES

Attendees: Walter, Wolf, Malcolm Spaul, Thomas Cornell, Cheryl Williams, James Reilly, Shane Crouse, Katherine Clark

Absent: Student Government Representatives, Ian Gatley

Chair Tom Cornell convened the meeting of the Oversight Committee at 11:45am. Minutes of the July 23rd meeting were handed out and approved to include changes provided by Tom, which were accepted.

The Committee confirmed Tom Cornell as the FY09 Committee Chair by unanimous vote and welcomed Cheryl Williams to the Committee as the Staff Council representative.

The Committee agrees to hold a follow-up meeting within a couple weeks of this meeting to review discussion items and vote on essential changes. There will be no review of NOAs at the follow-up meeting.

The Committee discusses the continued absence of the Student Government Representatives and clarified the terms of the existing membership.

The Committee reviewed and discussed Tom Cornell's suggested guidelines for the review of the electronic RAPID NOA report. The Committee asked for SRS's help in devising a more convenient way of accessing the project abstracts and some revisions to the reporting format.

NOA Reviews:

Malcolm Spaul (GCCIS, CLA, COB)

- Jason Scott's NOA has only 2 faculty, should there be more?
- Richard DeMartino's project has only 1 faculty, should there be more?
- Signature page received

Walter Wolf (Cast, CIAS, Univ Wide)

- PAL Roll-up end date appears to be earlier than the start date?
- Walter will send follow-up questions in email

Cheryl Williams (COS)

- Project 060547 has an Abstract that appears to be cut off.
- Cheryl will send follow-up questions in email

James Reilly (CIMS)

- Jim will send follow-up questions in email

Tom Cornell (COE, NTID)

- 080339 is missing Stefan Preble's employee type
- 080469 is missing Ken Ruschak's employee type
- 080393 has a vague abstract
- Tom will send follow-up questions in email

SRS will send out drafts of the FY08 Annual Report and the Scott Brown Prior Review for Committee review and feedback. The Committee agreed that the FY08 membership will be responsible for this review and the new members do not need to provide their input unless they desire to do so.

Meeting was adjourned at 1:22 p.m.