

Idaho State University
Cultural Affairs Council
Minutes

Wednesday, September 3, 2008
4:00 p.m.
Faculty Senate Conference Room, REND 301

In Attendance: Bhushan, Frantz, Freudenthal, Kantabutra, Livingston Friedley (Chair), Mundt, Zielinski
Excused: Herrman
Non-voting: Wallace (Recording Secretary)

1. Announcements

Livingston Friedley welcomed the Council's new members: Vitit Kantabutra from Engineering and Bonnie Frantz, the new Student Union representative. She has contacted Rudy Kovacs, a former long-time chair of this Council, for guidance in processing grant funding paperwork. The Council's file cabinet will be moved to the Faculty Senate offices for permanent storage.

2. Minutes from August 27, 2008

ACTION: Bhushan **moved to approve the minutes**, seconded by Freudenthal. No discussion. Motion **passed** unanimously.

3. New Business

- a. **Grant Proposal from ISU Student Unions – Don Bartletti Art Exhibit, in conjunction with the Idaho Reading Project's speaker, Sonia Nazario, author of *Enrique's Journey*.**
Funds requested: **\$2184.00**

The art exhibit would run from October 27th through November 27, 2008. The lectures are scheduled to coincide with the November 3rd Art Walk opening and reception, potentially increasing attendance to both events. Additional funding proposals have been submitted to the Arts Council and Idaho Commission for the Arts. Their decisions won't be made until early October, which was of some concern since it was so close to the scheduled opening of the exhibit. Frantz said the top priority would be to bring in the art exhibit, secondarily to bring in the photographer to speak.

ACTION: Mundt moved to **conditionally approve the grant proposal to bring in Don Bartletti's photography exhibit**, pending receipt of monies from other funding sources. Seconded by Zielinski; the motion **passed** unanimously.

- b. **Grant information, guidelines and criteria need to be developed:**

Zielinski had written a draft of eligibility and submission requirement suggestions for the members to consider. The members discussed faculty eligibility; the general feeling was to keep it open to all faculty, not just tenure-track. Several potential names for the grant program were suggested, none were accepted. The members will think of more suggestions between now and the next Council meeting.

The Council felt it would be a good idea to **set grant application deadlines** and to **publicize the amounts awarded** for each grant proposal. Mini-Grants have a maximum award of \$500; Frantz suggested the Council consider raising that amount to \$750. The Council considered setting ranges of award amounts for the other grants, while somehow maintaining maximum flexibility. Although the preference appeared to be to provide funding for several events every year, the members did not want to rule out occasional special or significant events. The Council can sponsor its own events as well. State-allocated funds have to be spent by the end of the fiscal year, June 30th. Other discussion focused on whether

to require other sources of funding, preference for cross-disciplinary projects, post-event reports and accounting, and other such parameters. **Livingston Friedley said she would work on an application form, submission guidelines and a possible checklist for the next meeting.** Bhushan suggested looking at other ISU grant programs' rules for guidance in developing the grant guidelines.

ACTION: Grant submission deadlines were informally agreed upon: Proposals will be due **September 15th, November 1st, February 1st and April 1st of each academic year.** The Council would schedule meetings a week or two later to consider the proposals after the members have time to review them. Other meetings would be scheduled as needed to work on initiatives and projects. **The deadlines will be posted to the Council's website.**

c. **Ideas for projects/initiatives for CAC to work on this year**

The members would like to increase publicity and public awareness of the Council's grant programs. They liked the idea of a **logo, wordmark or some identifying mark** for posters, flyers, event programs and other such materials for the events they sponsor. **Mundt said she would explore options through the College of Technology and University Relations office.**

Another idea would be to **collaborate with other community and regional groups** such as the City of Pocatello, the Chamber of Commerce, the Pocatello Arts Council, the Idaho Humanities Council, other universities in the region. Block scheduling of and cost-sharing in co-sponsored events could help bring in more speakers, performers and exhibits.

Bhushan will look into booking the one-woman play *To the Death of My Own Family* and the other suggested events discussed in previous meetings.

d. **Potential Upcoming Bylaws Changes:**

No action was needed nor taken at this time.

4. Adjournment: 5:26 p.m.

The next Council meeting was scheduled for **4:00 p.m. Wednesday, September 24, 2008;** with subsequent meetings on October 22, 2008; November 12, 2008; and December 3, 2008.

Respectfully submitted by,

Catherine Wallace
Administrative Assistant I
Faculty Senate Office

Approved by Cultural Affairs Council: September 24, 2008

Accepted by Faculty Senate: September 29, 2008