SSI FEE BOARD MINUTES | APRIL 5, 2013

DETAILS

**Minute Taker:** Brian Powell  
**Timekeeper:** Brian Laird  
**Present:** Brian Powell, Brian Laird, Eric Alexander, Shyanne Woods, Colette Conover, Emily Bowling, Olivia Poblacion, Lindsey Alamode, Cassidy Radloff, Brandon Trelstad  
**Absent:** None.

AGENDA

**March 15th Minutes Reconstruction**, presented by Brian Powell (10 Min)  
**SDL Update**, presented by Eric Alexander (4 Min)  
**Old Travel Grant**, presented by Brian Laird (3 Min)  
**New Travel Grant Application**, presented by Brian Laird (15 Min)  
**SEC Update**, presented by Brian Laird (28 Min)  
**SSI Project Grant Criteria**, presented by Brian Laird (38 Min)  
**Wage Grants**, presented by Brian Laird (15 Min)  
**Next Meeting**, presented by Timekeeper (5 Min)

MINUTES

**MARCH 15TH MINUTES RECONSTRUCTION** – 10:07 AM TO 10:17 AM

**DISCUSSION**

- The Board assisted Brian Powell in reconstructing the minutes from the March 15, 2013 meeting that were lost due to hard drive crash on Brian Powell’s laptop.

**ACTION ITEMS**

- Brian Powell will work with Brian Laird to finish reconstructing the minutes.

**SDL UPDATE** – 10:17 AM TO 10:21 PM

**DISCUSSION**

- The Board was updated by Eric Alexander on the Salmon Disease Lab project regarding issues with using the plant fund to pay for the project expenses.

**OLD TRAVEL GRANT** – 10:21 PM TO 10:24 AM

**DISCUSSION**
The Board discussed a travel grant recipient that was unable to attend her conference because of medical reasons. The SSI can be refunded $400 out of the $500 travel grant, which means the SSI will lose $100 on this transaction.

**DECISION(S)**
- The Board suggested looking into the university policies surrounding this situation. This will not affect the recipient’s eligibility for grants in the future.

**NEW TRAVEL GRANT APPLICATION** – 10:24 AM TO 10:39 AM

**DISCUSSION**
- The Board reviewed a travel grant application for a graduate student to attend the American Society of Microbiology General Meeting.

**DECISION(S)**
- The Board decided to postpone decision on this travel grant pending a response from the recipient on follow-up questions.

**SEC UPDATE** – 10:39 AM TO 11:07 AM

**DISCUSSION**
- The Board discussed the need to provide the SEC committee with a list of any unique needs that the SSI has (e.g. large bulletin board, Earth Tub, gardening equipment/equipment storage). The goal of the SSI is to transfer as much as possible from our program to the SEC.

**SSI PROJECT GRANT CRITERIA** – 11:07 AM TO 11:45 AM

**DISCUSSION**
- The Board reviewed the draft project rubric and made edits.

**ACTION ITEMS**
- Brian L will send out the edited rubric for feedback from the group.

**SSI WAGE GRANTS** – 11:45 TO 12 PM

**DISCUSSION**
- The group discussed the new deadline for wage grants and decided there would be a mid May application deadline.

**Notes:** Cassidy Radloff arrived at 11:06 AM