

Meeting convened April 24, 2019 by conference call at 4 PM.

Attendees: Mary Garrett, Scott Herber, Dr. Zheng Li, Dr. Ashley Spring, Rhonda Rye

Dr. Ashley Spring began the meeting with recommendations for board meeting agenda preparation to be shared earlier for input by board members. Ms. Garrett noted suggestions to implement for future meeting. The progression of the meeting continued in the order noted on the agenda.

#### I. Board member introductions

#### II. Current funding requests: none

- a. Dr. Li shared tentative funding proposal associated with a summer research opportunity with the American Chemical Society.
- b. Ms. Garrett shared the current funding limit is \$200 per semester. Funding proposals submitted in excess of \$200 are forwarded to board members for voting.

#### III. Travel expense updates

- a. Ms. Garrett and Dr. Spring attended the 2018 Florida Statewide Research Symposium on October 19-20 at Florida Atlantic University.
- b. Ms. Garrett and Dr. Spring along with two students attended FURC at the University of North Florida on February 28.

#### IV. Fall 2018 OUR activities

- a. Open house to show OUR Space and poster gallery
- b. Melbourne campus classroom presentation and (6) workshop presentations at College for a Day and table hosted at Kickoff and the Bachelor Expo events
- c. Palm Bay campus Kickoff event

#### V. Spring 2019 OUR Activities

- a. Melbourne campus classroom presentations (7) table hosted at Kickoff and SkillsNOW! Conference. Information sessions in January, February and March. The February session was in partnership with Melbourne Campus Advising
- b. Palm Bay Kick

proposals. Information was shared so board members would know some of the underlying efforts that went into recruiting students. OUR off expense increased due to coordinator travel to attend events at other campuses, personalized OUR