USITT Research and Activities Committee
Minutes
Tuesday, September 7, 2021 at 1:30pm PST/3:30pm EST
Attending: Queenan, Bellet, Culhane, Sherrer, Dorn, Rigdon, Martell, Scott, Kazel

Topics discussed
Core Values moved into a footer of the document rather than in the body as discussed in first meeting. Discussion took place and a vote was done to determine placement of Core Values.

Actions taken
Votes made (with tallies)
Vote taken for placement of the Core Values:
Yes – Stay in Body (7)
No – Move to the footnote of the document (1)
Abstain – (1)

Discussion
Document changes submitted by Dennis Dorn
Review/Finalize Draft submitted by Dennis Dorn on 9/6/2021
Dorn reworked the original document to streamline the content of the Purpose Grant document.
Bellet felt the rework of the document flowed better in the formatting.
After much discussion the RAC committee determined that the original document would be used. Dated 8/31/21 document to be uploaded to the Basecamp.

Timeline
Opinions of the timeline in the document.
Culhane suggested reaching out to M. Blackmon to determine if the timeline is feasible for the National Office staff to execute.
6 months extension to require preliminary reports in July with January 2023 with a final report.
Dorn believes the timeline is just fine and we should not push the timeline any further.
Rigdon stated we are not delaying the start, just the reporting.
Preliminary due in July – Progress report. 1000 words are less.
Final report in January 2023
See final document for streamlined timeline.

Adjudication
Grant Writing Support Session:
Ashley
Richard
EllynMarie
End time: 2:30pm
Next scheduled meeting is: Tuesday September 14 4:30pm-5:30pm EST/1:30-2:30pm PST