USITT Research and Activities Committee
Minutes
Tuesday, September 14, 2021 at 1:30pmPST/3:30pm EST
Attending: Queenan, Bellet, Culhane, Dorn, Rigdon, Martell, Scott, Kazel, Shanda, Satter
Excused Absent: Sherrer
Guest: Mark Blackmon

Topics discussed
Welcome and Introductions
Carolyn addressed the committee regarding the recording and the language that was used between
Dennis and Deb during the meeting. It is not the way USITT members should conduct themselves
between each other.
Concerned that Dennis changed the proposal document between the two meetings and that the
document had been edited so significantly.
The Core Values are the forefront of everything we do moving forward.

Nicole address Mark Blackmon and asked for his review of the timeline to see if it is achievable and gain
insight on the most effective communication plan for the proposal submissions.
Mark stated that the timeline is tight, but it is doable. Calling for proposals now and December is the
review period for grants to be awarded in January.
Important to identify the target audience for the grants. If we are looking primarily at our internal
membership, then this timeline more easily achievable.

Opportunity for the RAC to offer mentoring and guidance to individuals that need assistance in
formulating the grant proposal.

Mark Shanda noted that you must be a member of USITT to be eligible for the grant.

Dorn mentioned that he has written verbiage for the promotion of the grant so we could use that to get
this rolling.
Mark Blackmon's concern is not the announcement but rather ensuring it does not get lost in the flood
of announcements coming out at the same time as the grant launch. Mark wants to ensure that we are
targeting our social channels to promote the grants.
Committee agreed that they would not share the verbiage written, but rather let Mark pull together his
plan and return to share with group at next meeting.
Tighten the timelines with exact dates each month. ***RAC to set those***