



CALIFORNIA STATE UNIVERSITY CHANNEL ISLANDS ACADEMIC SENATE POLICY

Mini-Grant Review Policy

Policy #: 07-15

Drafted By: Faculty Development Advisory Committee

Policy:

Part of the mini-grant application will be the agreement that for each minigrant received, the recipient will serve as a mini-grant reviewer. For each mini-grant review cycle, a **mini-grant review board** will be convened from the recipients of the grants of the former year. Those who have submitted mini-grant proposals are not eligible to serve as reviewers in the same review cycle in which their proposal is being reviewed. If there are more reviewers than necessary, the recipient will serve in a following year. If a recipient applies for another minigrant, he or she will defer service until eligible to serve. Recipients of minigrants before the approval of this policy may be asked to serve as mini-grants reviewers, but their service will be entirely voluntary. Faculty who have not received minigrants are welcome to serve.

PROCEDURE: The Faculty Development Director with the assistance of FDAC or related faculty task force will oversee the mini-grant review process, train reviewers, and report results to FDAC and the appropriate dean. Completed scoring forms will be made available to all applicants by way of feedback. Each mini-grant application will be read by at least 2 reviewers; however, the maximum number of minigrants each reviewer will read is 4.