Minutes
Collaborative Health Sciences Program Application Review Subcommittee of the
Medical Education and Research Committee (MERC)
October 19, 2009 at 5:00pm – Room 4201 HSLC

Members Present: Dave Beebe, Norm Drinkwater, Maureen Durkin, John Frey, Jeff Grossman, Jenny Gumperz, Tim Kamp, Ron Magness, Jon Matsumura, Maureen Smith, Paul Sondel

Members Absent: Lynn Allen-Hoffman

Staff: Chris Blakey, Tonya Mathison, Eileen Smith

Drinkwater called the meeting to order at 5:10pm.

1. Overview of the review process for the competitive Medical Education and Research Committee Collaborative Health Sciences Program

Drinkwater provided an overview of the application review process for the competitive Collaborative Health Sciences Program (CHSP). In January 2009, MERC received 31 preliminary grant applications which included descriptions of the proposed projects and listed collaborators. After a delay of several months due to the decline in the value of the endowment, MERC decided in May 2009 to invite full applications from 10 of the 31 applicants.

In August 2009, MERC received seven full applications. Following a technical review by Wisconsin Partnership Program (WPP) staff to ensure that the application requirements were met, applications were assigned to two expert reviewers for consideration of the project objectives and design as well as alignment with the mission, vision and guiding principles of the WPP. Expert reviewers independently evaluated their assigned applications and provided a score and comments.

Following a discussion of the seven full applications, the Subcommittee will develop a ranked list of applicants for consideration by MERC with a recommendation of the finalists to be interviewed by MERC in January 2010.

2. Adjournment-Closed Session: Pursuant to Wis. Stat. 19.85(1) (c), (e) and (f) to consider the faculty finalists for the competitive Medical Education and Research Committee Collaborative Health Sciences Program. The meeting is expected to reconvene into open session.

Magness moved that the Subcommittee adjourn into closed session pursuant to Wisconsin Statutes 19.85(1) (c), (e) and (f) to consider the faculty finalists for the competitive MERC Collaborative Health Sciences Program. Kamp seconded and the motion was unanimously approved.
After considerable discussion of the applications, Frey made a motion to return to open session. Magness seconded and the motion was unanimously approved. After returning to open session, Frey made a motion to reaffirm the decision made in closed session to recommend that MERC consider interviewing the five top-ranked applicants. Kamp seconded the motion which was unanimously approved.

Drinkwater adjourned the meeting at 6:50pm.

Recorder, Tonya Mathison