

RCR Advisory Board Meeting Minutes February 19, 2014

- February 12, 2014 meeting cancelled
- Approval of minutes from January 22, 2014 meeting
- Approval of minutes from February 5, 2014 meeting
- RCR Boot Camp
 - Saturday, February 22, 2014 from 8:30 am to 4 pm in Allendale
 - Rooms reserved:
 - Multipurpose room in the Mary Idema Pew Library
 - Exhibition space – up to 30 people in seminar style
 - LIB 216 – up to 12 people
 - S. Mendoza to double-check that we are able to get a projector for the Exhibition Space; all other spaces have built-in AV equipment
 - Reviewed agenda & confirmed speakers
 - Reviewed evaluation form
 - Update on number of registrants
 - As of 2/18/14, there were 63 registered participants
 - Approximately 20 are students
 - Discussed set-up for the boot camp
 - C. Leiras & B. Smart to arrive between 7:30 am to 7:45 am
 - B. Smart will bring registration materials & folders for participants
 - B. Ashby, J. Lemmer, and G. Valdez to arrive around 8 am
 - Food has been ordered & catering knows when to arrive
 - Other issues related to the boot camp
 - C. Leiras to send email with Allendale campus map to Davenport attendees
- Future Meeting Dates: (all meetings will be held from 8-9 am in DeVos Atrium)
 - March 12, 2014
 - March 26, 2014
 - April 9, 2014

*Respectfully submitted by:
Claudia Leiras, Ph.D.
RCR Advisory Board Chair*