**Minutes of Faculty-Student Collaboration Program Council**

April 17, 2013

In attendance: Benny Chan, Jarret Crawford, Trina Gipson-Jones, Jerry Petroff, Anthony Deese, Angela Sgroi, John Pollock, Maria Spinosi, Tara Carlin, and Donka Mircheva

Excused: Mary Lynn Hopps, Curt Elderkin, Carol Wells

Benny gave members a rough number of students participating in MUSE 2013 (roughly 80), indicating that many students were receiving external funding. All of the MUSE proposals not funded by Academic Affairs were funded by Deans offices, which the exception of School of Science, which is awaiting external funding from Bristol Myers Squib. All student housing requests for MUSE 2013 have been submitted. The next step is to schedule separate meetings for students and faculty prior to the end of the semester. The MUSE 2013 program will begin June 3 with the kick-off lunch.

The committee discussed several ideas for revisions to the MUSE RFP, which will begin over the summer as Benny investigates whether to move the RFP to an online submission format, and will continue into the early Fall 2013. Angela Sgroi will participate in these discussions.

The committee discussed changes to the COSA format, given the expansion of the number of poster submissions. Several ideas were discussed, including using multiple venues, moving some posters to digital format, and turning to a move exclusive acceptance policy.

Given that MUSE approval notifications were received later than usual this year, the committee discussed moving up the deadline, and hosting information sessions in the late Fall 2013, with an early Spring 2014 deadline.