

Critchett Fund Student-Run Reading Group Guidelines

Reading Group Proposals:

Proposals are accepted on a rolling basis but priority deadlines are Oct 1 and Feb 1.

Proposals will be submitted via the Critchett Fund Reading Group Proposal form.

(Please ask the Dept Coordinator to send the form to the student leader).

The Critchett Fund committee members will review incoming proposals.

A committee member or the Dept Coordinator will notify the student of the decision.

Reading Group Membership:

Reading group leaders must be a current English major or minor.

Reading group leaders will be in charge of recruiting members.

(MERGE can be used to publicize to majors and minors through a department channel)

Reading group members can, but are not required to, be English majors and minors.

Membership in a reading group will be capped at 12. Others desiring to join the group will be encouraged to start their own group by submitting a proposal.

Reading Group Details:

Group membership will be from 3min -12max members.

Leaders will be in charge of deciding on the books, location, meeting time, and date.

Three books will be provided to each group member per proposal - one set of books at a time.

Leaders (or Department Coordinator) will place the book orders (paperbacks preferred)

Members can keep their copies of the book when done.

Lost books will not be replaced.

Leaders will work with the Dept Coordinator on the paperwork on guest faculty honorariums, if that is part of the plan for the group.

Snacks:

There is a cap of \$25 per meeting for snacks.

Groups can get free supplies such as plates, cups, and napkins from the English department.

Students can be reimbursed for snacks by submitting receipts to the Dept Coordinator.