Committee on Research
Amended minutes of the meeting of January 9, 2014
SA 4350

Members Present: Sarah Taylor (Chair), Ekin Alakent, Katherine Bell, Roger Doering, Lynn Eudey, Gretchen Keer, Jeff Seitz, Jason Singley

Members Absent: Jenny O, Khal Schneider, Thomas Duffy

Guests present: Endre Branstad, Amber Machammer, Nancy Mangold, Mitch Watnik

The meeting was called to order at 2:10 p.m.

1. Appointment of a secretary - Seitz volunteered to be secretary for the meeting

2. Approval of the agenda
M/S/P (Eudey/Singley) to approve agenda. Unanimous approval.

3. Approval of the minutes 11/14/13
M/S/P (Doering/Seitz) to approve agenda. 1 abstention. Minutes approved.

4. Report of the Chair
The meeting with the Provost has been rescheduled.

5. Report of the Presidential appointee
   - Faculty that have a research project involving student researchers should have students apply for a new research fellowship program in the Center for Student Research for support and travel funds.
   - A CSU-wide research competition will be held at CSUEB in Spring 2014. CR will review student applications from CSUEB students to participate in the competition.
   - There will be RSCA grants funded by Academic Affairs. The RFP will be released and CR will need to review the RSCA proposals.
   - Week of Scholarship April 15-18 – there will be opportunities for students and faculty to present research.

6. Old Business:
   a. Campus Surveys (Amber Machammer, 2:05 time certain)
      - AVP Machammer is establishing a survey management process for surveys that go to the whole university – this does not affect department or college surveys. She encourages that surveys use sample populations if appropriate and schedule surveys so that they are staggered. AVP Machammer passed out a list of survey requests for 2013-14. There 5 faculty surveys scheduled for Winter 2014 quarter.
      - Currently there are no policies concerning surveys but AVP Machammer manages the
scheduling of surveys. She also provides information about FERPA related to surveys.

- AVP will be posting the survey management process on the Institutional Research website and would appreciate feedback on survey management processes and problems.

b. Charter for China America Business and Education Center (Nancy Mangold, 2:30 time certain)

- Prof. Mangold provided a short overview of the application for the establishment of the China America Business and Education Center. She discussed that there was a need for a management training programs for Chinese government and bank officials. CSUEB regularly hosts training for Chinese bankers and other officials.
- The proposed Center will manage funding opportunities for CBE faculty in teaching improvement and research grants. The grants will provide financial support for travel, research, etc. The Center also will coordinate and facilitate cooperation with other universities in China.
- An Advisory Board will manage the proposed Center.
- M/S/P (Doering/Singley) to approve the renewal of the Center. Passed unanimously.

c. Committee Priorities for 2013-14

- A focus on first year faculty and research should be a committee priority. There appear to be problems that first year faculty experience regarding establishing research programs at CSUEB especially with hiring student research assistants.
- Another priority is to make sure that all levels of administration and departments have a common understanding of the role of research in the RTP process.
- CR agreed streamlining processes and procedures associated with proposal submission and grant management for externally funded grants should continue to be a committee priority.

d. Support for first year faculty research

- Chair Taylor passed out preliminary results for the First Year Faculty Research Survey to the Committee. She will write a short report based on the survey for the Committee to review before giving to the Provost.

7. New Business:

8. Adjournment 3:36 p.m.