MINUTES

October 14, 2010

Members Present: Kelly Fan, Yi He, Nidhi Mahendra, Carl Stempel, Diana Wakimoto (chair), Lan Wu

Members Absent: Henry Gilbert, Zach Hallab, Derek Jackson Kimball, Rhea Williamson

Venue: LI2250

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

1. Approval of agenda
   
   Motion by Fan, Mahendra seconded, unanimous approval

2. Approval of minutes of September 23, 2010
   
   Motion by Mahendra, He seconded, unanimous approval

3. Report of the chair
   
   Two committee member replacements for the fall quarter 2010 approved

4. Items of Business
   a. Update on RSCA Funding status for 2010-2011
      1) CSUEB share will be $82,012 from the chancellor.
      2) The university will announce the funding opportunity in Feb; the application deadline will be in March; the review and evaluation process will be held in Apr; awards will be announced in May.
   b. Faculty Survey on Research, Scholarly and Creative Activities
      The committee suggests the following suggestions regarding the survey.
      1) Invite both “faculty” and “research staff” (not just faculty) to complete the survey
2) After the data collection is completed, suggest that the Research Strategic Planning Task Force conduct data analysis, instead of hiring external consultants.

3) Add a few more demographic questions (e.g., ethnicity and PhD granting institutions) to the survey for profiling purpose.

4) Add more filter questions (such as “how many grant proposals have you written in the past three years”? “How many ORSP workshops have you attended in the past three years”?)

5) Flip the order of some of the questions 2g and 2j

6) Need clarification on wording of some of the questions (e.g., 3a, 3b, 4d)

7) Add question: “how important is it for you to provide students with research opportunities” in section 4.

8) Re-work on the ORSP section, since there is some overlap with the previous questions.

9) Make the current survey more concise.

10) Provide incentives to faculties/staffs for completing the survey

5. Adjournment

    Motion by Stempel, Fan seconded, unanimous approval.

    Meeting adjourned at 3:46 p.m.

Minutes respectfully submitted,

Lan Wu, Secretary