The meeting was called to order at 2:12 PM.

1. Approval of minutes of October 9, 2008:
   Motion by Almquist, Olkin second, unanimous approval.

2. Amend “Policies & Procedures for Committee Operation” (2006-07 CR 2) to add two more Regular Committees (Institutional Animal Care and Use Committee and Organized Research Unit Subcommittee).

   Committee had discussion on each of the following subcommittees in Article VII. Subcommittees, Section 2. Regular Subcommittees and drafted the following amendments:

   B. Institutional Review Board
   The purpose of the committee is to review and approve protocols related to the use of human subjects in research and instruction, and to ensure that CSUEB is in compliance with federal requirements concerning such activities. Appointment and membership shall be consistent with the IACUC Membership Policy. A member of the Committee on Research shall be an ex officio member of the IACUC.

   C. Institutional Animal Care and Use Committee
   The purpose of the committee is to review and approve protocols related to the use of vertebrate animals in research and instruction, and to ensure that CSUEB is in compliance with federal requirements concerning such activities. Appointment and membership shall be consistent with the IACUC Membership Policy. A member of the Committee on Research shall be an ex officio member of the IACUC.

   D. Organized Research Unit Committee
   Membership shall include at least one representative from the Committee on Research. The purpose of this committee is to review and make recommendations on proposed ORU’s and to review ORU Annual and Five-Year Reports and submit them to the Executive Committee of the Academic Senate.

   Motion by Almquist, Kitting second, unanimous approval. Changes will be sent to Susan Correia.
Discussion: Williamson expressed concern on how the ORUs are created and brought up procedures adopted by San Jose State University. Williamson mentioned that currently oversight is lacking for ORUs.

3. Report of the Presidential Appointee, Vicky Jensen:
   Ms. Jensen reported that CSUEB has been allocated $102,867 in RSCA funds from the Chancellor’s Office for the 2008-09 year.
   Committee members had discussion on whether there should be a limit on the number of grant categories requested in the future and were concerned that the total amount requested for this year is much higher than the dollar amount available.

4. Distribution of New Faculty Grant proposals and Point Sheets
   New Faculty Support Grant proposals along with one Point Sheet were distributed to committee members. Ms. Jensen also gave instructions to locate these documents on Sharepoint. Each committee member needs to finish proposal review and provide Chair Olkin with his/her evaluation scores by November 4th.
   Kitting reminded the committee members that the proposal review is confidential.

5. New Business
   None.

The meeting was adjourned at 3:10 PM.