

**William Paterson University  
Research and Scholarship Council  
Meeting Minutes**

Date: 9/18/13

Location: Raubinger Hall, Room 309 Conference Room

**Present**

David Gilley (COS&H, chair)

Sheetal Ranjan (COHHS)

Sandra Alon (COE)

Lourdes Bastas (Co-Administrative Liaison)

Martin Williams (Co-Administrative Liaison)

Pam Theus (Library)

Lynne Rogers (COA&C)

Jorge Arevelo (COB)

Susan Sgro (COS&H)

1. The meeting started at 12:30 pm. Susan Dinan (Vice-chair Faculty Senate) presented and reviewed the charges for 2013-14 with the council. The discussion included what our role should be in reviewing ART policies.
2. Sandy nominated Jorge and David for co-chair. All members agreed unanimously.
3. David brought up the first new charge regarding faculty needs. The committee discussed summer research and the need for increased funding, this led to a discussion about performing a more formal survey.
  - a. Martin suggested that it may help to standardize the process, and to include in the survey a specific dollar amount or percentage increase for funding. The survey may also be able to contrast the number of faculty presentations, publications, posters, etc. achieved with and without funding. Martin stressed that we should be careful to keep the survey short enough to increase the chances that people will respond.
  - b. Lynne suggested we have Jane Zeff (Office of Institutional Research & Assessment) come to one of our future meetings to help with designing the survey and processing the data received. We all agreed that this would be helpful, but only after we have reviewed the goals of both our council and the Budget and planning council to help compose a rough draft.
  - c. Jorge will contact Jane Zeff and Hilary Wilder (Chair of the Budget & Planning Council) and report back to us.
  - d. David asked that all council members review the informal survey available as an appendix in the year-end report of 2011-2012 and come up with some goals for the next meeting. (<http://www.wpunj.edu/dotAsset/616536e5-72ba-400e-8bdc-c7004033186a.pdf>)
4. Martin talked about standing charge 3. Much work was done on revising the IRB policy last year. Copies were distributed to the council members for analysis. We will review the policy and make a recommendation to the Senate whether or not to accept it.

5. Lynne asked about the Academic Fraud and Misconduct policy. Martin suggested that we also review those policies (document is available on OSP website).
6. The committee set dates for future meetings. All will be in Rau 309 at 12:30pm on: 10/17/13, 11/14/13 and 12/12/13.
7. The next agenda will include feedback on the IRB policies and Research & Scholarship Day which is set for April 3, 2014.

Meeting adjourned at 1:45 pm.

Respectfully submitted,  
Susan Sgro