

**Research and Scholarship Council Minutes**  
14 November 2013

Present: Jorge Arevalo (co-chair), David Gilley (co-chair), Sheetal Ranjan, Lynne Rogers, Sue Sgro, Pam Theus, Martin Williams  
Absent: Sandra Alon, Lourdes Bastas (excused)

1. Co-chair David Gilley called the meeting to order at 12:39 p.m.
2. Approval of minutes from 17 October 2013  
Members proposed the following changes to the minutes of 17 October 2013:
  - Under “Absent,” these members should be marked “excused”: Jorge Arevalo, Lourdes Bastas, Martin Williams, and Sue Sgro.
  - Under “Absent,” insert a right parenthesis after “Sue Sgro (Professional Staff.”
  - In the second sentence of item 1, change “written by Lynne” to “written by Sue.”

Sue moved to approve the minutes as amended. David seconded the motion. The motion was approved unanimously.

3. R & S Day
  - a. Poster art  
Lynne informed Council members of Tom Uhlein’s proposed schedule for creating the poster for this spring’s R & S day. He wishes to have his Advanced Typography course work on design concepts during the spring semester and suggested that he introduce the project to the students around 27 January 2014, send the concepts to the R & S Council by the end of January or during the first week of February, and finalize the poster during the week of 10 February. After much discussion, members of the Council agreed to meet on Tuesday, 28 January to discuss the concepts for the poster, and that Tom should be asked to move his proposed schedule up by about one week so that ideas could be sent to the Council by 27 January. Lynne will convey the Council’s request to Tom.

Council members also agreed that work on future posters should begin a year in advance. Thus, Lynne will also ask Tom to submit ideas for the 2015 poster when he submits those for 2014 or, if necessary, later during spring semester 2014.

- b. College session planning  
David commented the college sessions during last year’s R & S were strong. He asks that members talk with their deans about desired changes to the R & S Day college sessions. It is possible that the length of the sessions could be extended to accommodate college-specific activities.

4. Report from the Senate Chair's Meeting

Jorge, who attended the Senate Chair's meeting, reported that current charges for committees were discussed. He said that Steve Hahn expressed encouragement for the R & S Council's planned survey about the faculty's needs for research support. Other Council chairs expressed interest. Other discussion at the meeting focused on changes to the curriculum.

5. R & S Survey

David distributed a statement of the purpose of Council members' discussions with their deans about the current state of search and scholarship in their respective colleges. The results of these discussions will help in the creation of questions for the planned faculty survey. Accompanying the statement of purpose were citations of the relevant goals from the University's Strategic Plan and a list of questions that might be posed during the discussions with the deans. David will email the summary and questions to members as a Word document so that it can be tailored to particular colleges. Members present agreed that the questions might be sent to the deans in advance of the discussions.

Jorge distributed copies of the HERI faculty survey from U.C.L.A. Council members are asked to read the survey and identify questions that would be helpful for the Council's survey. The Council could also add college-specific questions to the survey.

6. I.R.B. Policy Review

Martin distributed copies of emailed evaluations of the revised I.R.B. policy draft from four individuals who are active in using human subjects in research or who are familiar with the protocols for other reasons. Martin invited these evaluations in response to the Council's request for expert opinions on the policy.

There is no deadline for the review of the policy draft, but Martin prefers that it be performed soon. When a Council member presents the draft to the Senate, he or she will present a resolution as well. Martin distributed copies of a draft resolution to Council members. He asked that the R & S Council review the resolution and the policy. David proposed that the Council make a decision at the December 2013 meeting.

7. Adjournment

David moved that the meeting be adjourned. Sheetal seconded the motion. After unanimous approval, the meeting was adjourned at 1:48 p.m.

*Respectfully submitted by Lynne Rogers.*