

**William Paterson University  
Research and Scholarship Council  
Meeting Minutes  
Tuesday, January 19, 2016  
Raubinger Hall, Room 309 Conference Roompt**

**In attendance:** Martin Williams, David Gilley, Annette Baron, Pam Theus, Lucia McMahon, Lisa Warner (by SKYPE)

**Meeting called to order:** 12:40pm

**Approval of previous minutes - Approved unanimously with the following amendment:**

- Item 7A - David requested a clarification..."A letter was sent to the senate executive committee for comment but we are still waiting for a response from the executive committee." Noted: Senate meeting is next week. David moved to approve the minutes with this clarification. Lucia seconded. Unanimously approved.

**Setting spring 2016 meeting schedule:**

- Lisa will send out a Doodle request to the council members for convenient dates.

**Digital Measures:**

- A demonstration for faculty is scheduled for Thursday, February 25 at 12:30pm in the Amy Job classroom at the campus library. An announcement will be coordinated with the Provost's office. The R&S Council members should attend. This demonstration is being co-sponsored with the Provost.

**Open access:**

- Lucia reported that she is working with her Dean and will schedule another discussion about open access for the next HSS College meeting. The thought is that presenting open access at College meetings ensures a captive audience.
- David indicated he has the same plan for the S&H College and that open access is on the agenda for their spring meeting.
- The sense is that the process is taking a while - word is going out but applications are slow to come in. Lucia suggested getting a few success stories out there to increase participation.

**R&S week:**

- Naming/Branding: The Provost, Martin, Pam, and Jorge met with Stu Goldstein about branding R&S activities under one rubric. There is nothing new to report. Pam will reach out to Stu to follow up on progress.
- College sponsored sessions: Martin wrote a rough draft memo for Council members to share with respective College Deans. Detailed discussion followed. Annette will wordsmith the memo and send to Martin for final review.

- Friday speaker for R&S: We are seeking a speaker for Friday afternoon, April 22nd to promote a theme encouraging research. Martin said he thinks the best profile would be someone from outside WPU who is in a research leadership position at an institution like ours. We are seeking advice and inspiration as well as an institutional point of view. He thought we would do well with a Director of Sponsored Programs or a Provost from somewhere. He then spoke about connecting with The Council for Undergraduate Research (CUR), whose mission it is to promote undergraduate research among students and faculty. Martin thinks we will be able to get money for this if needed. He thinks their focus is on science. Pam suggested checking in on their Speakers Bureau. Pam will take lead on contacting CUR. Her priority is to find an appropriate person who is fairly local to save on travel expenses.
- Abstract forms: Martin will revise the abstract form for the posters. He will send his revision to Council members for suggestions and input. Jorge, Pam and Martin are the subcommittee for this.

#### **Independent study:**

- David said we are waiting for response from the Executive Committee. We will know what the numbers for independent studies look like this semester later in the semester after the data propagates on WP Connect. David will stay on it and report back to the Council at the next meeting.

#### **I&I Group:**

- Martin is seeking to wrap this up and is working on a proposal.

#### **Faculty survey:**

- David is the organizer for the subcommittee. Orientation for new faculty has come up as a topic. It is felt that orientating faculty about research issues should be a priority. Currently, orientation takes place in the fall (September). New faculty orientation is a daylong event held in the Library; half-day for IRT, then lunch, the Center for Teaching and Learning presents information about retention, promotion and best teaching practices. We feel that we need to add research as a focus in order to change WPU culture to move toward research as a priority. We need buy-in from senior management on this. Our proposal would probably customize an orientation for each College. We would include an orientation from Sponsored Programs about funding opportunities. This would go a long way toward changing the internal culture organically. Dave will put a proposal together for the Council to review. The goal is to present a proposal to the Provost.

#### **Assigned Release Time (ART):**

David said that he is thinking about proposing a flexible ART program for research. He said he would like to see 6 credits "bunch up" so faculty can do research in one semester. He said this

won't affect the budget and builds in flexibility. Pam asked about how this would work with course scheduling and ultimate course overload. We need to open this up for discussion. The Provost is seeking to hear about what the faculty wants. Dave says we need to draft a proposal which would go first to the Senate, then the Union for approval. David wants to keep this as an open item to be addressed by the Council this semester.

**Research information retrieval:**

David said that Steve Hahn is revising the way WPU presents information about research. The idea is to streamline the way faculty access the information. Martin said we may have already started this with the new RESEARCH AT WP section on WP Connect. David said that Steve Hahn put out a one page revision of research resources summary in September 2015 and that even though it showed up in the faculty orientation package, it doesn't appear to be anywhere else. David said that we must rethink how we access research information. We should talk it through in the wake of the survey. He is leaving it on the table to be discussed by the Council this spring. Our ultimate goal is to create a proposal.

**Meeting adjourned at 2:51pm.** David moved to adjourn, Martin seconded. Unanimously approved.

Next meeting to be determined by Doodle consensus.

Respectfully submitted,  
Annette Baron, CCOB