Present: Kevin Martus, Steve Betts, Martin Williams, Heejung An, Marina Budhos
Not Present: Joanna Holcombe, Kelli Asada

Meeting called to order by chair, K. Martus, at 11:40

1. Motion to approve agenda by S. Betts, seconded by Heejung An.

2. **Research Survey**
   --The question about summer research needs to be changed since not all research grants are for the summer.
   
   --Add page fees for accepted articles
   
   --Support for professional and/or academic organizations
   
   --If funds are targeted for specific research, or if there is a specific fund, this should be noted.
   
   --There was also discussion about how research varies throughout the divisions, and how in many departments, faculty actually do not know whether research funds are available. All members of the Council need to go back to the Deans and Associate Deans with the research survey. The purpose of the research survey is to get data on what is happening with research in the past three years. The results will be printed up for Research and Scholarship Day.

3. **Research & Scholarship Day**
   
   --Deadline changed to February 23"nd for Research and Scholarship Day abstracts.
   
   --Inform Chairs that the event is coming up and encourage faculty to invite their classes.

4. The next meetings will be devoted to programming for Research and Scholarship Day.

The meeting adjourned at 12:45 p.m.

Respectfully submitted,
Marina Budhos
Assistant Professor
English Department
February 22, 2009