Faculty Research Committee

13 November 2013 Meeting

Present: Sr. Mary Ann Jacobs (Chair), Matthew Jura, Kelly Marin, Parisa Saboori, Kudret Topyan

1. Meeting convened at 12:05 p.m.
2. The committee members began the meeting by discussing the overall purpose of the committee.
	1. What is our function given the other offices on campus?
		1. The primary function is to serve the faculty members.
		2. The focus should not be centered on research grants.
	2. The proposed duties were re-identified and agreed upon:
		1. *To initiate such programs as shall enhance the scholarly resources of the College and encourage research activities;*
		2. *Maintain a platform for displaying current faculty research/scholarly activities*
		3. *Maintain research resource directory*
		4. *Address faculty research concerns.*
	3. The next step is to submit proposed change of duties to CFA
3. The committee discussed specific ways of fulfilling the said duties:
	1. Create a website for Faculty members’ working papers. Similar to what is currently done in the School of Business.
	2. Host a forum for faculty members to present work. For example, work accomplished after receiving a summer grant.
	3. Create a Faculty Research Newsletter to be distributed once or twice a semester, which will highlight (but not limited to):
		1. Faculty research/accomplishments
		2. Grant information
		3. Showcase research programs/computer applications
		4. Ways to communicate faculty concerns
4. New business for next meeting discussed.
	1. Developing newsletter
	2. Moodle site for the committee to communicate ideas
	3. Next meeting: early spring
5. Meeting adjourned at 12:55

Respectfully submitted,

Kelly Marin