MINUTES OF THE RESEARCH SUBCOMMITTEE

CALIFORNIA STATE UNIVERSITY, FRESNO

5200 N. Barton Avenue, M/S ML 34
Fresno, California, 93740-8014

Office of the Academic Senate Ext. 8-2743

March 26, 2019, 9:00 a.m.

**Members present**: Sankha Banerjee, Tamás Forgács, Jenna Kieckhaefer, James Marshall, Gitima Sharma, Anil Shrestha, Keith Story, Vang Vang, Wes Wise

**Members absent**: Rohan Jadhav

(1) Approval of agenda (MSC).

(2) Approval of the minutes of 2/26/19 (MSC).

(3) Communications and Announcements

(a) Open letter to the senate on APM 328 (Forgács). We were informed that the document was given to the personnel committee, so we will wait to hear back from them.

(b) Member terming out – supporting memos (Forgács). We will likely hear about if Vang and Kieckhaefer are reappointed by the end of April.

(c) Election of officers (Forgács). Over the next month you may nominate someone or yourself for one of the two officer positions. At the next meeting we will vote on the officer positions of Chair and Vice Chair.

(d) Laval Budget modification (Forgács). The email vote was unanimous in favor of the modification.

(e) Laval presentation (Dr. Nambiar) – 5/10/19 10 am.

(f) Populating database for the UR clearing house (Forgács). CAIFE team is setting up an undergraduate research clearing house. This is intended to be a place that students can view all available research opportunities that individual faculty are conducting. Forgács will be sending around an email link and asking committee members to make a sample/test entry.

 (4) Discussion items

(a) Letter to the Chairs (Sharma). Letter is ready for review by the committee. Discussed a few formatting issues, and headings. Members discussed they like how it’s put together, but not sure if an appendix is needed. They would also like to see it get down to one page – short and to the point. Perhaps also get rid of the summary of findings as well. The group discussed a few wording changes that were confusing, and then decided to sign it from the committee as a whole. The final document will be circulated via email for final approval before the next meeting.

(5) The meeting was adjourned at 9:52 am.

(6) Tabled items.

(a) Laval campaign, presentation requirements of awardees (Forgács).

(b) Library sponsored research grant for undergraduate and graduate students (Vang).

(c) CSU systemwide research competition review process/criteria (Kieckhaefer).

(d) ‘Research in my discipline’ campaign (Forgács).