

**William Paterson University  
Research and Scholarship Council  
Meeting Minutes  
Approved 3/21/2011**

**Date:** January 31, 2011

**Location:** Cheng Library, Reference Conference Room

**Present:**

Jane Bambrick (Library)  
Sheetal Ranjan (HSS)  
Sandra Alon (COE)  
Lorraine Phillips (HSS)  
Lourdes Bastas (Co-Administrative Liaison)  
Steve Betts (COB)  
Kevin Martus (S&H) – Co-Chair  
Kelli Smith (A&C)  
Martin Williams (Co-Administrative Liaison)

**Absent:**

Sue Sgro (Professional Staff) (excused)

1. The meeting was called to order by Martus (co-chair) at 2:17 PM. The agenda was verbally given by Martus: “approval of 12/6 minutes and R&S Day”. Minutes from the last meeting were distributed. Motion to approve was made by Bambrick and seconded by Bambrick.
2. Save the date announcement was sent out.
3. Williams handed out hard copy of online registration. The questions were the same as last year with date changes and a revised introduction to clarify media support.
4. Ranjan mentioned interest in a panel on using technology in teaching. Williams suggested submitting it as a panel. If more than one panel is needed then they will follow one another.
5. Several questions
  - what if there are unusual characters? We will edit them later
  - what if the abstract is longer than 250 word? It will accept it, there is no limit set
  - is there a maximum number of participants? No, we can get other rooms as needed
  - what about poster session for those not available during day? Possible evening session
6. Williams mentioned registration was slow at the beginning but picked up later. The initial due date is the 2/22 with one anticipated extension of one week.
7. Bastas will arrange with security for parking for Valley Road participants.
8. Martus will mention R&S day and parking in senate.
9. Lunchtime seminars:
  - Science & Health – Center for Research may provide presentations
  - Arts & Comm – special panel on “Research & Scholarship in Africa”
  - Education – ask if they are willing to participate
  - HSS – Ranjan will ask if they are willing to participate
  - COB - Betts will speak to Raza Mir
10. Ranjan will reach out to graduate students through Graduate Studies.
11. Tom said ok to a poster for R&S Day. Ranjan will follow up. The student will be acknowledged in the book and announced in the senate.
12. A laminated poster for recruitment was suggested.
13. Pam Theus is coordinating the New Author’s Reception
14. Next meeting is set for February 14, 2011, 2:00 Cheng Conference room.
15. Meeting was adjourned at 3:20 PM.

Respectfully submitted,  
Steve Betts