

**William Paterson University  
Research and Scholarship Council  
Meeting Minutes**

Date 29<sup>th</sup> March 2012

Location: Raubinger Hall, Room 309 Conference Room

**Present**

Sheetal Ranjan (COHHS, co-chair)  
Beth Ann Bates (Co-Administrative Liaison)  
Martin Williams (Co-Administrative Liaison)  
Jorge Arevalo (COB)  
Robin Schwartz (COA&C)  
Susan Sgro (COS&H)  
Pam Theus (Library)

**Excused**

Sandra Alon (COE, co-chair) (attending Senate Chairs Luncheon)  
David Gilley (COS&H)  
Lourdes Bastas (Co-Administrative Liaison)

1. Meeting was started at 12:35 pm.
2. Sheetal mentioned to martin about Sandra's IPAD presentation time – he agreed to move it to the AM session.
3. All aspects of R&S Day were reviewed such as schedule, presenters, moderator guidelines, sample research assignment etc.
4. Martin requested the name of the students from Prof Uhlein's class who designed the cover to include in the program booklet. Sheetal said she will reach out to Sandra for information and revert.
5. All aspects of R&S Day were in order and therefore it was decided not to meet on the tentative date set aside (Monday April 2<sup>nd</sup> )
6. The R&S Council Moderators will assemble at 10am on 5<sup>th</sup> April 2012 at the Welcome Table set up in University Commons by the staircase leading up to the Ballrooms to review moderator guidelines etc.