

Senate Research & Scholarship Council Meeting  
Minutes for Thursday, November 10, 2016  
(Draft)

PRESENT: Lisa Warner (COE), So Yon Rim (COHSS), Klive Oh (COAC), Tao Guo (COB), Martin Williams(OSP), Christine Bravo(OSP), Maureen Peters (OSP).

1. The meeting was called to order at 12:30pm.
2. The secretary of this meeting is Tao. The next meeting will be Thursday, December 8<sup>th</sup> (Common Hour, Raubinger 309).
3. Discussion about the use of Blackboard Shell
  - The council was planning to add college specific presentation (about Survey of faculty needs for RSCE) to the Blackboard shell. Talked to the past committee members, the council learn that there is no college specific presentation for College of Business and College of Humanities and Social Sciences.
  - The council also decided to upload last year's meeting minutes to the Blackboard shell. It will be helpful for the first year committee members to learn about the past activities and decisions. Currently, all the past meeting minutes are archived in the faculty senate website.
  - The council agreed that a link to the Exploration webpage can be placed in the Blackboard shell for convenience purpose.
4. Decision on the Exploration event logo
  - Martin pointed out this logo needs to be in black and white, so that it is compatible with various printing needs. This logo will also be used for future years unless there is a need to modify.
  - The council agreed by consensus to select the first logo.
5. Discussion about the work by sub-committee that organizes the fora
  - Klive reported the outcome from the recent sub-committee meeting.
  - The first fora is scheduled on Friday, December 2<sup>nd</sup>
  - The rest fora are schedule in January and February, while the retreat is scheduled in March.
  - Martin reported the outcome of his meeting with the provost. The best time for the retreat might be the Explorations week. This way, it is also possible to share/ receive feedbacks from the community.
  - Lisa raised the question: should the fora only cover the recommendations from the i&i report, or should the fora cover both the i&i report and faculty survey recommendations. The charge from the faculty senate suggests that proposal to be made in response to both documents.
  - After discussion, the council agreed that both documents need to be addressed by the fora. Although the group i&i report and the faculty survey were looking at

- the same thing, it is necessary to reconcile the recommendations from these two documents.
- The council also discussed how many categories of recommendations will be addressed in each fora. The council decided to cover all of the four categories of recommendation in each fora, in order to receive feedbacks from as many participants as possible. During each fora, participants will choose one of the four categories that they prefer working on initially. There will be some time allocated for the participants to work on other recommendations. The proceedings of each fora will be carried over to the next one for continuation purpose.
  - Martin also shared the web page that work with the fora. All related documents (group i&i report, faculty survey results, university strategic plan, etc) will be provided online. A form of discussion board will also be available so that participants can discuss and share their thoughts outside the fora.
  - Martin encouraged the council to help spreading these findings and raise the awareness around the campus and the community.
6. Discussion about the work by other sub-committees
- The council recognized the needs to clarify the members for each sub-committee. This task will be done at the next meeting.
  - The council also discussed about conducting another survey on independent study. This will be the task for the sub-committee on independent study. The Blackboard shell contains a survey template that was used last year. This survey was sent to all the department chairs and intended to understand the reason of the sudden drop in the number of independent study offerings.
  - The sub-committee will send another survey in the spring and investigate the trend for the recent two semesters.
7. Prepare for the next semester's Exploration event
- Martin will provide more information about the Exploration week at the next meeting.
  - Martin is current working on a website that provides information about the programs and activities, and provides a place for the participants to submit their RSCE work application.

Submitted by  
Tao Guo  
College of Business