

Senate Research & Scholarship Council Meeting
Minutes for Thursday, December 8, 2016
(Draft)

PRESENT: Pam Theus (Library), Lisa Warner (COE), So Yon Rim (COHSS), Klive Oh (COAC), Carey Waldburger (COSH), Martin Williams (OSP), Christine Bravo(OSP)

1. The meeting was called to order at 12:30pm.
2. The secretary of this meeting is K. Oh.
3. Discussion about the Independent Study policy
 - Pam Brillante shared the proposed changes to the independent study policy.
 - The independent study can be taken for one of two purposes: on a needs basis and if there is no other course available.
 - Class numbers (code) should be clearly indicated (e.g., 4990, 4995).
 - Transparency regarding the approval/rejection process is of concern, and thus the revised language mentions the deans sharing detailed criteria about the approval process each semester.
 - If the independent study course will substitute a required course for graduation, a rationale needs to be written by the cooperating faculty member.
 - The council discussed the matter of independent study request from Honors College students and the need for a clarification of the administrative process.
 - The revised document will be shared with the RSC for review and other suggestions/comments.
4. Report on the first Forum
 - The forum took place on Dec. 2, 2016.
 - Attendance was good (twenty-nine people).
 - Outcomes (comments and recommendations) from the first forum have been uploaded to the webpage.
 - Outcomes from the first forum will guide discussions that will take place in the upcoming fora.
 - Future fora will hopefully include new attendees; invitations will be extended to students as well.
 - The subcommittee will meet again in the near future to discuss the structure of the next two fora as well as the retreat.
 - The next forum will be on Jan. 27.
5. *Explorations*
 - M. Williams discussed the roles of the RSC members for *Explorations*.
 - Each member of the RSC will be responsible for each of their respective Colleges' sessions.
 - Time and venue allocation need to be determined. Other locations and times can also be scheduled based on the College's needs. Each member of the RSC is asked to inform the OSP with a desired date/time/location (by Dec. 23).

- By Feb. 3, 2017, please email M. Williams with a brief description of what the College's session will be.
 - By Mar. 3, 2017, please provide details (e.g., abstracts) to the OSP.
 - Call for abstracts for posters will be distribute before the Fall semester is over.
 - Other activities (e.g., guest speakers, senior presentations, performances, etc.) happening at the respected colleges/departments in April, please let the OSP know to include those activities under the broad umbrella of *Explorations*. Those events will be included on the website and the *Explorations* logo can be used.
6. Future meeting date
- The council decided on January 19, 2017 as the next meeting date.
 - A doodle poll will be sent out to the council for future meetings in the spring semester.

Submitted by
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