

**CALIFORNIA STATE UNIVERSITY, NORTHRIDGE
RESEARCH AND GRANTS COMMITTEE**

MINUTES OF MEETING: October 12, 2018 APPROVED BY COMMITTEE: November 8, 2018

Sub. to Exec. Comm. November 19, 2018 Approved by Exec. Comm. _____

Sub. to Acad. Senate _____ Approved by Acad. Senate _____

POLICY ITEMS _____

Members Present: Dena Herman (Chair), Wendy Ashley, Mariam Beruchashvili, Michael Bryson, Michael Carter, Zhen Chai, Karin Crowhurst, Yi Ding, Michelle Rozic, Suzanne Spear

Members Absent: Rais Ahmad

Staff: Crist Khachikian, Sheree Schragger, Naty Palos

I) Call to order

Meeting call to order by D. Herman at 10:00 a.m.

II) Approval of September 14, 2018 Minutes

Minutes unanimously approved

III) Announcements

A. Senate Executive Committee Liaison – Dr. Monica Garcia – will attend November meeting.

IV) Old Business

A. Review RSCA Criteria – D. Herman reviewed comments that were provided by the committee. The committee discussed the comments and D. Herman will update the criteria and guidelines by the November meeting. The Rubric was also reviewed. The committee discussed if a mock review of a RSCA application can be done so all members understand the process. D. Herman mentioned that usually in February the committee will have an Infoready training session with sample applications for mock grading. It was asked if the comments would be released this year. D. Herman said no, but if an applicant asks, their comments will be sent to them.

B. RSCA Administration at College Level – D. Herman mentioned that there was not enough consensus for colleges to administer the RSCA and asked if all committee members agreed to keep it as is. All members agreed.

V) New Business

A. Status of Student Research Center – will be discussed at next meeting

B. RSCA Workshops to College – D. Herman mentioned that the committee has been concerned about whether all colleges know about RSCA and how to apply. Last year, Deans, or a representative of their college, were invited to committee meetings to discuss how they do research in their college. The committee has had discussions to either attend a

college meeting, host a webinar or post a video on how to apply for RSCA in order for colleges to have a better understanding and not feel discouraged to apply. D. Herman received a list from S. Schrage of underrepresented colleges for the committee to focus on. S. Spear created a draft Powerpoint presentation and reviewed it with the committee for their input/comments. Powerpoint will be updated by the next meeting. D. Herman said the goal is to have the Powerpoint ready by the next meeting before they reach out to the colleges.

- C. **IDC Report Feedback** – The Committee reviewed the IDC report and had questions about the distribution to PI's, department, and college, and asked whether it would be possible to return a larger share to the department rather than weighting department and college equally. S. Schrage answered questions asked by the committee to have a better understanding of IDC's. The IDC report is still in the approval process and has not yet been approved by the Provost or Administration and Finance department.

VI) Adjournment

Meeting adjourned by D. Herman at 12:00 p.m.