

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

MINUTES OF MEETING: October 13, 2023 APPROVED BY COMMITTEE: November 17, 2023
Sub. to Exec. Comm. November 20, 2023 Approved by Exec. Comm. _____
Sub. to Acad. Senate _____ Approved by Acad. Senate _____
POLICY ITEMS: _____

Members Present:

Karin Crowhurst (Chair), Kyle Dewey, Magdy Rizk, Sung Wook Yoon, Claudia Toledo-Corral, Lynn Lampert, Yolanda Vasquez-Salgado, Connie Wong, Chris Bolsmann, Amanda Baugh, Christoph Schaal

Staff:

Naty Palos, Charlene Manzueta

Guests:

Gabriela Chavira, Danielle Spratt

I) Call to order

- Meeting called to order by Karin Crowhurst at 10:00 a.m.

II) Approval of September 8, 2023, meeting minutes

- Minutes unanimously approved.

III) Visitors

- **10:05 am: Senate Executive Committee Liaison – Danielle Spratt will read the charge**
Crowhurst introduced Dr. Danielle Spratt, who will serve as Senate Executive Committee Liaison for the Research and Grants committee for AY 2023-2024. Spratt is assigned to review the minutes for any new policies or policy recommendations to send to the Senate Executive Committee. She read the committee’s charge and thanked all members for their service to this committee.

Review expectations of committee members

Crowhurst mentioned that because a few members were absent at the last meeting, she wanted to review the Research and Grants Committee Resolution for Minimal Expectations of Members for AY 2023-2024 with the committee. Crowhurst asked the committee if they had any questions regarding the resolution, or suggestions for modifications. The committee agreed to the resolution as-is and approved the expectations/resolutions presented by Crowhurst for the AY 2023-2024.

- **11:15 am: Gabriela Chavira will introduce the new Office for Undergraduate Research and we will discuss the possible roles of the R&G Committee**
Crowhurst introduced Dr. Gabriela Chavira, who is the new Director of the “Office of Undergraduate Research (OUR).” Crowhurst invited Chavira to tell us a little bit about OUR and to discuss what kind of involvement this committee can have with OUR. Chavira provided a little background of herself, she mentioned that she is a professor of Psychology and a PI on the Build PODER grant and will be celebrating her 20th year at CSUN in January. She provided a presentation of the vision she has for OUR, but did not have ideas about how the Research and Grants Committee could work or liaise with OUR in the future.

IV) Ongoing Business

- **Strategic plans for R&G Committee for this year, including lobbying for more RSCA funds and codifying IDC returns to colleges.**
Tabled to a later date.

V) New Business

- **Discuss changes to Jerome Richfield nomination / application process and upcoming RFP**

Crowhurst explained the Jerome Richfield Memorial Fellow competition. Every year an announcement is sent campus-wide and individuals are asked to nominate a colleague or themselves to be named the Jerome Richfield Memorial Fellow. The fellow will receive 3 units of release time in the Spring which will be used to prepare a presentation on their research at the Provost Colloquium. Crowhurst proposed some edits/update to the guidelines, such as limiting the CV to 2 pages, the font size to be used, number of letters of recommendations submitted, etc. Crowhurst incorporated the revisions to the guidelines discussed and sent the edited announcement/RFN to RSP for distribution to campus faculty.

- **Discuss changes to RFP for 2024-2025 RSCA competition**

Crowhurst reviewed and discussed suggested edits submitted by committee members to the RSCA guidelines. Crowhurst would like to finalize edits between now and the November meeting before the final version of the RSCA RFP is distributed campus wide.

VI) Adjournment

- Meeting adjourned at 12:00 p.m.