Call to Order

The November 20, 2003 Research meeting was called to order by Carol Mullen, Chair, at 10:00 am.

Minutes

JoAnn Eickhoff-Shanek moved to approve the October 30, 2003 minutes, Nancy Williams seconded and minutes were approved as written.

Chair-Elect

Nancy Williams was named Chair-Elect by acclamation.

Guest Speakers

USF Internal Awards Program

Liz O’Connell, Coordinator, Office of Research, spoke to the committee about USF’s Internal Awards program. Handouts were distributed listing all of the awards available and an application form. Applicants eligible to apply for the awards are current USF tenured or tenure-earning faculty members, or renewable USF research faculty members with 100% salaried appointments to conduct independent research. Additional eligibility requirements are listed in the grant guidelines at http://www.research.usf.edu/sr/intprogs.htm.

Each college is designated a specialist for support and Richard Fernandez, Senior Grant Specialist is assigned to the COE. Research Financial Management will appoint a specialist to assist in correctly expending the grant monies.

These awards are administered in two cycles annually through the Division of Research Grants (DRG). Funding is made available through the Office of Research from indirect cost revenues generated by externally funded grants awarded to USF faculty. In addition
to funding worthwhile projects, the grant programs are designed to help prepare faculty for the rigors of the external proposal review process, hence deadlines and policies are strictly enforced. Applications are reviewed for completeness and adherence to formatting requirements in DRG.

Internal awards available are:

**New Researcher Grants** – Fall & Spring............ Maximum $10,000 for a 12 month grant period

**Creative Scholarship Grants** – Fall & Spring............ Maximum $10,000 for a 12 month grant period

**Established Researcher Grants** – Fall & Spring......Maximum $5,000 for a 12 month grant period

**Interdisciplinary Research Development Grants** – Spring…. Maximum $25,000/year for 2 years

**Faculty International Travel Grants** – Fall & Spring.................... Maximum $2,500 per trip

**Conference Support Grants** – Fall only.......................... Maximum $10,000 per conference

**Grant Training Support** – Fall & Spring.................... Maximum amount $2,500 per program

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**Inter-Campus Operating Procedures**

Steve Permuth, Educational Leadership, Chair, Graduate Programs Committee (GPC) spoke about the committee’s work. The GPC’s responsibilities are broken down into two categories: (1) operations, and (2) procedures and policy development. The committee reviews/approves all courses and programs that come through but a second way is the issue of policy development at the graduate level and then sending recommendations to the College Council. Currently, sub-committees are looking at two or three basic areas, (1) doctoral student presentations (expectations) and culture at the university, e.g., what we expect the students to be able to do, including writing, field research; (2) faculty load - to deal with empirical assessment of the role of research in terms of faculty load, (reducing 12 credits load to 9). The College has an interest regarding interplay and load, and how those are affected in realistic work assignments.

A committee was established by the USF Faculty Senate called the Ad Hoc Committee on Inter-Campus Operating Procedures. Regional campus faculty felt a responsibility to develop input regarding the document called Intercampus Operating Procedures. The original document was created in 1991 and updated presented in 2002 (72 page report) relative to academic freedom, tenure & promotion, schedules, etc. The consensus of the regional campuses was they wanted to be treated just like faculty in Tampa. Regional campuses do not want to be separated from the Tampa campus academically and would like the committee to deal with the operational aspects of research expectations and productivity for colleagues off Tampa campus. The regional campus faculty requests to have the same requirements for everyone and to be considered “one” campus, consistency across campuses.

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**Center for Research on Children’s Development & Learning**

Kofi Marfo, Director, Center for Research on Children’s Development & Learning, is active in funded research projects who has been with the university for twelve years. He began in Special Education in charge of the doctoral programs. In his current position as Director of the center, his role is developing the center into one of excellence. The center has been around for twenty years assessing the needs of children with special needs.
They also contribute to the research education of graduate and post-graduate students in child development, early childhood education, and related disciplines.

Dr. Marfo would like to make the center a major force on campus. He encourages faculty to visit and bring research interests that could be supported here. The Research Committee was asked to assist in making a better connection between the center and the college.

**Undergraduate Research**

Sherman Dorn, UPC Chair, forwarded a section of his report to the College Council last month related to research:

“Undergraduate Research. UPC has had several discussions about undergraduate research, including a visit from Stu Silverman, Chair of the Quality Enhancement Plan Steering Committee. As part of the spring reaffirmation reports to SACS, the university will compose a “Quality Enhancement Plan,” and one of the active committees is on undergraduate research. Silverman made clear that college faculties are free to take the initiative in undergraduate research, and it neither had to be restricted to the formal curriculum nor to students who are majors in the college. (He explained that a number of faculty from around USF are introduced to undergraduates who are fresh or sophomores and are willing to spend one or two semesters of education in return for a few additional years of productive collaboration.) The last UPC meeting included preliminary discussions on a minor in educational studies that would include a research component. (Minors generally rely on existing coursework, and Arts and Science majors are **required** to have a minor.)”

**Adjournment**

The meeting was adjourned at 12:15 p.m.

**Next Meeting**

The next Research meeting is scheduled for January 29, 2004 at 10:00 am in EDU 219, at which Sherman Dorn will speak about UPC.

**Minutes Transcribed by**

Rebecca Wilkins, Program Assistant
College Council, College of Education
Read and revised by: Carol Mullen