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Minutes

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10-6-2022

### Minutes, Faculty Research and Development Committee Meeting, Thursday, October 6, 2022

Faculty Research and Development Committee

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**Approved Minutes**  
**College of Liberal Arts' Faculty Research & Development Committee Meeting**  
**Thursday, October 6th, 2022**  
**12:30 p.m. – 1:45 p.m.**  
**KWR 330**

**Committee Members**

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The following colleagues were present:

Kara Wunderlich (*Social Sciences Applied Division Rep*)  
Nick Houndonougbo (*Business Division Rep*)  
Eric Zivot (*2022-2023 Committee Chair & Expressive Arts Rep*)  
Pavielle Haines (*Social Sciences Division Rep, Note Taker*)  
Eric Smaw (*Humanities Division Rep*)  
Pamela Bannock (*Science & Math Division Rep*)  
Janette Smith (*Non-Voting Member*)

The following colleagues were absent:

Nancy Chick (*Non-Voting Member*)  
Devon Massot (*Non-Voting Member*)  
Janette Smith (*Non-Voting Member*)  
Serina Haddad (*At-Large Rep*)

**CALL TO ORDER**

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- I. Eric Zivot called this meeting to order at 12:38pm.

**OLD BUSINESS**

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- II. Approve minutes from September 8, 2022
  - a. No comments about the minutes and no changes
  - b. Five out of six voting members approved the minutes

## NEW BUSINESS

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- III. FYRST Grant Rubric
  - a. Discussion of FYRST grant rubric & criteria
  - b. Need a mechanism for ensuring that applicants follow all the guidelines and that FRDC members enforce them. We should consider creating a checklist.
  - c. Add a line item to the checklist indicating whether the applicant has taken a sabbatical previously and whether that sabbatical was supported by a FYRST grant.
  - d. Discussed clarification of IRB requirements for grant proposals.
  - e. Six out of six members voted to use the draft rubric this year and compile feedback, with the removal of the item on alternative funding sources.
  
- IV. Budget for Grants
  - a. Pamela Bannock raised the question about how much money we have available to award this semester.
  - b. Eric Zivot indicated that that information was available and would be circulated.
  
- V. Changes to Bylaw Language
  - a. Eric Zivot suggested pulling in the directors of three grants (SFCS, RIG, FITI) in to discuss changes to the bylaws that would draw most internal grant money under the umbrella of the FRDC.
  - b. Discussion of observer on the RIG committee. We currently have someone from FRDC observing, but last year there was a suggestion that they should be removed since FRDC is not an all-college committee. Eric Zivot noted that FRDC may move toward becoming an all-college committee in the future. Eric Smaw suggested that it wouldn't make sense to make FRDC an all-college committee.
  - c. Eric Smaw noted that last year the Executive Committee indicated that SFCS should be under the purview of FRDC, but that the FRDC was divided. The FRDC now must make a decision about whether or not to include this in the change in our bylaws. Pamela will send out the minutes from March 2022 so that everyone can review what was done last academic year.
  
- VI. Confirmation of Subcommittee Assignments
  - a. Six out of six voting members approved the subcommittee assignments.

## **ADJOURNMENT**

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Eric Zivot adjourned this meeting at 1:56 pm.