

Committee Name

Meeting Minutes

11/17/2015

Oxendine 2208

Members present: In Att: Richard Vela, Rita Hagevik [chair], Ryan Anderson [secretary]
Bishwa Koiarla; Maiana; Rebecca Bullard-Dillard; Irina Falls

Members absent: John Roe, John Labadie, Scott Hicks

Also attending were:

Recording Secretary: Ryan Anderson

I. Call to Order

The meeting was called to order by Chair Hagevik at 3:09 pm

II. Approval of Minutes of September, 2015 Meeting

Irina Falls motions for approval of previous meeting's minutes; Ryan Anderson seconds, motion carried unanimously.

III. Approval of Agenda

Approved without additions or corrections

IV. Report from the Chair

Chair Hagevik bypassed report so as to move onto full agenda

VII. Old Business

Old business consisted of reports delivered by members regarding resources that supplement faculty research on campus. Notes are as follows, individual reports are added at end of minutes.

Report by Bishawa Koiarla on Technology for Research [see att. report]. Committee considered report, discussion of virtual access and training from MLL staff noted. Koiarla provided five suggests for maximizing technology that FRAB should highlight to faculty (see report). Idea of "Go to Faculty" floated, being that FRAB could highlight faculty members with expertise in certain research methods/software/technologies; the idea

would be that FRAB would advertise these people as a resource to rest of faculty. Other off-campus resources discussed, ODOM Institute and REACH NC highlighted by Rebecca Bullard-Dillard.

Action item from Koirala: training workshops for faculty, go-to faculty, webinars for new faculty

Report by Ryan Anderson on Advancement (see report). Endowments not a feasible short term goal. Faculty need to be open to long-term relationship building with donors by partnering with advancement. Making selves available for campus meetings.

Action item: creation of pool of faculty willing to welcome donors.

Irina Falls report on TLC (see report): Sherry Edwards reports her office is understaffed, lacks a physical home, little support staff; difficult to support research. Discussion centers on transparency during in-house grant process;

Action item: push for support of Instructional Design position to relieve pressure on TLC

John Roe's report on RISE.PURC [read in his absence by Hagevik]:

highlight of area is availability of graduate assistants. Discussion that work done by offices is worthy, but is also difficult to pursue without compensation (course release/stipend), some professors report they see mentoring project as a decision between own work/students' work. Need to pursue course release options, since money seems unlikely; also, formal recognition by system/school/department that grants credit for mentoring research. Communication issue noted has been resolved by PURC. Now mentors/mentees/department chairs know when money is coming; when end of fiscal year cut off is made (PURC does not know date until around the end of the spring semester, leaving short period of time to notify recipients)

Hagevik on Library Resources [see report]

MLL in flux because of interim dean position, library budget threatened; there is a need to communicate that library purchasing is a great opportunity for building research materials related to teaching

VIII. New Business

Chantal Rivera is no longer on the FRAB committee since she left the university. Richard Vela will present a report on grant opportunities for faculty research at the next meeting in her place.

IX. Announcements

The next meeting will be held in Oxendine 2202 at 3pm on January 19, 2016.

X. Adjournment

The meeting was adjourned at 4:30.

Respectfully submitted by:
Dr. Ryan K. Anderson
Recording Secretary

#1

Subject: FRAB Nov. 2015 meeting report

Area Report: Library Resources and Services for Faculty Research

From: Rita Hagevik (information from Claire Clemmons, research librarian)

LIBRARY RESOURCES AND SERVICES FOR FACULTY RESEARCH

Mary Livermore Library staff is happy to work with faculty to find solutions for research needs.

Collection Development

The collection development policy recognizes the need to support faculty research in the selections of print and electronic resources. Requests will be honored as funding allows. In the event that an item is not available at the library, the InterLibrary Loan service is available.

Reference

Librarians are available for consultations. They will assist in locating information, compiling bibliographies and ascertaining journal impact information. Librarians are happy to visit faculty in their offices to demonstrate database options and/or how to use RefWorks.

BraveDOCKS <http://libres.uncg.edu/ir/uncp/>

UNCP's open access institutional repository is maintained by Mary Livermore Library.

- Provides a permanent archive of your work
- Provides easier access for your colleagues and students
- Garners a worldwide audience for your work
- Increases the uses and citations of your work by researchers and scholars
- Showcases UNCP faculty scholarship

Information for Faculty Available on Mary Livermore Library Website

<http://www.uncp.edu/academics/library/information-and-services-faculty>

ACTION STEPS

From Claire: When I was at James Madison University, I was liaison to the Center for Faculty Innovation (their teaching and learning center). The library had a fund allocation specifically for buying materials (primarily books and DVDs) to support faculty work – all kinds of teaching topics, tenure, publishing, etc. At UNCP such books are purchased, but not aggressively and they are purchased using School of Education funds. I don't know, if this fits in the scope of the committee work you are doing, but a suggestion would be to have a fund specifically for buying materials for all faculty issues. I think this would force a routine effort to identify books and DVDs to purchase. If this suggestion comes from faculty, it will carry more weight. (I already tried unsuccessfully to convey the need and the distinction from the School of Education.) The library is willing to host workshops around specific research topics and specific types of research software as staffing allows. The library has been reduced by five positions so they are stretched pretty thin right now.

#2

Undergraduate and Graduate Research Support

Graduate Assistants

We have 25 positions supported through Academic Affairs (AA) and allocated to departments with graduate programs. The funding has not diminished from previous years (even in recent budget cuts), but is certainly subject to change, as the support from AA comes from the State budget. The graduate office allocates a number of positions across qualifying programs. For instance, the Science Education program in Biology gets one position.

Graduate assistants can also be funded through the department, or through external grants. The graduate office will manage the logistics in such cases.

While the student must be a graduate student, if faculty can demonstrate a need for an assistant, graduate assistants can be available to all faculty members (even non-graduate faculty). A request to the dean must be placed to request additional graduate assistant positions beyond what is normally allocated.

Graduate assistants can be used for many purposes, but work should be related to their degree program and research is highly encouraged. Graduate assistants are also encouraged to present at PURCS and other university symposia.

RISE

Support involves money to pay students an hourly wage to do faculty-mentored research plus an equipment budget of \$500 – \$1500 per academic year or during summer terms. However, the student can use these hours for many other RISE activities and studying, so the amount of time devoted to research varies temporally. Faculty can also apply for funding through Academic Affairs for a summer salary to cover up to 10 weeks to supervise students in research. Salaries can be up to \$5,500, but may depend on how many other faculty members are supported and for how many weeks the support is requested. Funding for faculty summer support from AA comes from State budget, and is thus subject to change. However, since RISE began, funding to support faculty summer salaries has remained stable.

PURC

Support involves money to pay a student an hourly wage to do faculty-mentored research, plus an equipment budget of \$500 per semester. Funding from NASNTI (DOE – Native

American Serving Non-tribal Institutions) supports student stipends for USAs, and all other funding comes from Academic Affairs (State funds), which are subject to change. However, funding for PURC through AA has remained stable in recent years.

Faculty Feedback

- I did not know about the number of graduate assistant positions and I assumed they were only available to graduate faculty.
- The university / college does not provide enough incentive to involve students in research. There is limited-to-no official course release time or other way to officially recognize and reward this timely form of student interaction/teaching. A “pat on the back” is nice, but regular course release time or extra pay (similar to a faculty overload) would provide tangible rewards that would incentivize faculty mentoring of students in research. We still have all of the other full time responsibilities, while mentoring students in research only adds to this workload.
- There is not enough time to allocate to quality supervision of undergraduate research given all of our other responsibilities.
- For PURC and RISE, we need more equipment money. Much scientific research requires technologies / resources that are becoming increasingly expensive. RISE budgets have fluctuated each year, so some predictability in funding would help faculty plan what may be accomplished or whether / how much additional external funding may be required. Communication to faculty about how and when funds must be spent could be made more transparent.

Action Items

- Someone should create a clearinghouse website dedicated to resources that faculty may utilize when pursuing research, including those opportunities involving graduate or undergraduate students. This could provide a list of links to other websites (RISE, PURC, Graduate Studies and Research, Teaching and Learning Center, Office of Sponsored Research, etc.) where more detailed information could be found, including deadlines. [PURC deadlines are clearly stated on its webpage already. One deadline that is problematic is end-of-year spending deadline, which is released to campus from GA late in the spring semester—sometimes in May and within weeks of deadline--making it impossible to provide help in long-term planning]
- The most significant area to address is the issue of faculty time. We need to have a discussion with the relevant levels of administration (Department, College, University) to brainstorm solutions that could open opportunities and provide the necessary incentives to allow faculty to pursue mentoring students in research. One thing to consider is shifting to a 3/3 teaching load. Another is to award faculty the actual time they spend in labs and have that work towards teaching loads. For instance, labs in Biology cover nearly two hours, not including the significant hands-on prep time to set up and take down the lab (time that lectures do not require). However, faculty members are given only 1.5 hours of teaching credit per lab. We could also develop a rubric that awards teaching credits for supervising students in research that goes towards the teaching load. Currently, students enrolled in independent research courses (e.g., BIO 4990) are not even linked to their professor of record for the course, so addressing that disconnect is a place to start. From

there, a faculty supervising X number of students for X number of credit hours could earn teaching credits that could then count towards overall teaching loads, or be rewarded as a course overload with additional pay.

- We need to have a discussion with RISE and PURC coordinators as to how funds for equipment could be increased. For those programs that draw some external funds (NIH, DOE), perhaps increases in requested funding for research support could be written into proposal renewals.

#3

Subject: FRAB Nov. 2015 meeting

Area report: Conference Support and International Travel

From: John Antoine Labadie

1. A reply from the Interim Dean of Arts & Sciences was perviously sent to the group. Please see the message copied below:

Questions from the FRAB committee

From: Meredith Storms Tue 9/1/2015 10:15 AM

To: John Labadie;

John,

The guidelines for the Dean's Supplemental Travel fund are available at <http://www.uncp.edu/academics/colleges-schools-departments/colleges-schools/college-arts-and-sciences/travel-guidelines>.

1. As noted in the guidelines, the eligibility criteria are the same for both domestic and international travel. The only difference is that faculty may be awarded up to \$2,000 for international travel as opposed to \$1500 for domestic travel. The total for travel is \$3,000 per year (requests exceeding this amount are reviewed and funded if "substantial benefit to the university" is evident.) For either type of travel, faculty must have "active participation". This could include presenting a paper, serving on a panel, serving as a board member, chairing a session, or conducting book/field research, for example.

2. As stated in the guidelines, we have a committee of three faculty members who review the travel requests (domestic and international) and make a recommendation for funding. We do our best to include a faculty member from each area -- math/sciences, arts/humanities, and the social sciences. In the past, requests for international travel required the final approval of the Chancellor. I'm assuming this will continue.

3. We do receive a few requests each year for international travel and for the most part, these have been funded. I'm not sure if a separate committee is necessary based on the number of requests we receive (it is usually only about 5 or so per year, I think).

4. I'm open to suggestions on the role of the Office of International Programs in our procedures. However, as I understand it, they have funds that can be used for travel and on occasion, faculty do receive travel funding from more than one source.

The funds allocated for the Dean's Supplemental Travel Fund are to assist our Arts and Sciences faculty with travel (domestic or international). While we have a healthy budget, the available funds are not unlimited. We work diligently to award supplemental travel funds in a fair and consistent manner. Typically, when faculty submit travel requests before the priority deadline (or early in the year), their travel is funded. In fact, for the last few years, we have been able to fund nearly all of the requests submitted for supplemental funds.

I hope this helps. Please let me know if you need any further information or if I can assist in any way.

Meredith”

Addendum: To add to this report from a personal perspective, I did apply for, and as granted, funds to travel to Germany this summer to be involved in a “visiting artist” program in Munich, Germany. SO, it would appear that “full” professors can indeed be granted support for travel to international locations to pursue professional activities/projects.

2. In Sept., and again in Oct., I met with Dr. Mark Milewicz (as I understand the situation, International Programs still reports to him) to discuss a variety of topics related to IP “Conference Support and International Travel.”

My understandings from my conversations with Dr. Milewicz were as follows:

A. IP is “understaffed” as only 4 of 6 funded positions have been filled. The process for filling the remaining positions was “in process” in Oct.

B. A new Director was hired in IP in the Spring 2015 semester. Dr. Jessica Hall now fills that position.

C. Dr. Milewicz suggested that I pursue a conversation with the Director of International Programs.

I spoke with Dr. Hall in early October. My understandings from Dr. Jessica Hall regarding “Conference Support and International Travel” are as follows:

A. The main focus of IP support for international activities (at this time) appears to be directed towards travel opportunities provided by external organizations such as the “Faculty-Led Study Abroad Program” (which is dependent upon a professional tour companies such as EF Tours), the US State Department “Fulbright Hays Seminars Abroad” program, and the “Rotary International Group Study Exchange Teams” program.

B. No mention was made of IP funding for faculty international activities outside of those mentioned above.