EAST CAROLINA UNIVERSITY FACULTY SENATE
ACADEMIC AND APPELLATE COMMITTEE ANNUAL REPORT

2016-2017 Academic Year

1. Membership

Regular Members: Megan Janke
Hanna Jubran
Anne Ticknor
Konstantinos Spaniolas
Richard McCabe (chair)
John Willson
Melinda Kane
Ken Ferguson (secretary)
Burrell Montz (vice chair)
David Rudel
B. J. Kim
Michael Schinasi
Yuanming Feng
Alice Richman

Ex-officio Members: Chal Benson
Mary Farwell
Paul Toriello
Ernie Marshburn
Jacques Robidoux

2. Meeting Dates

August 30, 2016

Regular members present: Kenneth Ferguson, Hanna Jubran, Melinda Kane, Richard McCabe, Burrell Montz, Alice Richman, Michael Schinasi, Anne Ticknor, John Willson

Ex-officio members present: Chal Benson, Mary Farwell, Ernie Marshburn, Jacques Robidoux, Paul Toriello

Others in attendance: Lori Lee

September 27, 2016

Regular members present: Melinda Kane, Richard McCabe, Burrell Montz, Anne Ticknor, John Willson

Ex-officio members present: Chal Benson, Mary Farwell, Ernie Marshburn, Jacques Robidoux, Paul Toriello

Others in attendance: Lori Lee

February 28, 2017
Regular members present: Kenneth Ferguson, Hanna Jubran, Melinda Kane, Richard McCabe, Burrell Montz, Michael Schinasi, Anne Ticknor

Ex-officio members present: Chal Benson, Jacques Robidoux, Paul Toriello

3. Subcommittees established during the year

Four subcommittees were established during the year to recommend to the full committee which proposals in their academic subgroup should be awarded funding:

*The Health Subcommittee.* Members: Megan Janke, Richard McCabe, Alice Richman, Jacques Robidoux (chair of subcommittee)

*The Humanities and Arts Subcommittee.* Members: Kenneth Ferguson, Megan Jubran, Michael Schinasi (chair of subcommittee)

*The Natural Sciences, Engineering, and Mathematics Subcommittee.* Members: Chal Benson (chair of subcommittee), Mary Farwell, Yuanming Feng, B. J. Kim, David Rudel

*The Social Sciences Subcommittee.* Melinda Kane, Ernie Marshburn, Burrell Montz (chair of the subcommittee), Anne Ticknor

Each of these four subcommittees met separately to discuss, evaluate, and rank the proposals for research and creative activity grants in their respective academic categories, where the appropriate category was determined by the grant applicants. The chair of each subcommittee reported their recommendations to the full committee at the general meeting on February 28, 2017, where the recommendations were approved by a vote of the full committee.

4. Accomplishments during the year.

The Division of Research provided $25,000 to fund proposals by the faculty to engage in research and creative activities during the 2016/2017 academic year. 11 proposals were submitted. The proposals were divided into four academic categories (health; humanities and arts; natural sciences, engineering and math; and social sciences), permitting grant applicants to identify their own category. Subcommittees were set up and chairs selected to read, evaluate, and rank the proposals in their academic category. The results of the deliberation by the subcommittees were reported to the full committee on February 28, 2017. To allow more faculty to be considered for grants from the limited funds, all grants were capped at $6,250. After considering the recommendations from subcommittee chairs, the full committee voted to recommend funding for five proposals, one from each of the four subcategories and a second proposal from natural sciences, engineering, and math. (If additional funding could also be awarded, the committee also recommended funding for a second proposal from the Humanities and Arts.) The cost of the top five proposals recommended by the full committee was $26,353.27, an overrun from the $25,000 provided by the Division of Research. The Division of Research provided the
additional $1,353.27 to fund the top five proposals recommended by the committee, and all five (5) grants were funded, as reported in the minutes of the Faculty Senate for March 28, 2017, page 3. Richard McCabe, chair of the committee, notified those whose grants were funded and sent constructive feedback to those whose proposals were denied.

Present Guidelines for Research and Creative Activity Awards call for the awards to be issued in the spring semester, with the requirement that all dispensed funds will need to be spent during the fiscal year which ends on June 30. Michael Van Scott, the Vice Chancellor of Research, Economic Development, and Engagement, and John Still, Chair of the Faculty, recommended to the committee, via an email communication, that the awards be funded on July 1, so that faculty will have a full year to expend the funds and complete the work. This would or may require a transition year, perhaps next year, when faculty could be given a choice about the timing of the funding (in that year or on July 1 of the following year). Every year after the transition year, funding would start on July 1. In an email chain opened by Richard McCabe and ending on March 31, 2017, the members of the committee voted unanimously to move the award date to July 1, giving the awardees a full year to complete their projects and spend their funds.

5. Reports to the Faculty Senate

At the November 1, 2016, meeting of the Faculty Senate, Richard McCabe presented a list of proposed changes, accepted by the full RCA committee, to the Guidelines for 2017 Research and Creative Activity Awards (RCAA) Competition.

The proposed changes included:

Under the section Evaluation Criteria, add the following statement at the end of the list of criteria: "Feedback will be provided to applicants who are not funded."

Under the section Application Process, change the last statement to "Applicants should also consult funded proposals from the last three years, found at http://www.ecu.edu/cs-acad/fsonline/rg/reseach.cfm ()

Under the section Completing Application Cover Pages, add the following statement at the end of the subsection Items 1 through 5: "The RCA Committee reserves the right to change the category of the proposals, as appropriate."

There was no discussion by the Faculty Senate and the proposed changes were approved as presented. **Senate Resolution #16-58.**

6. Business carried over to next year.

None

7. Evaluation of the committee
A. Charge: followed
B. Personnel: sufficient
C. Responsibilities: met
D. Activities: recommended faculty to receive grants

8. Suggestions to the Chair of the Faculty and/or Faculty Senate for improving the effectiveness of the committee.

Provide additional funding for this important incentive to research and creative activity projects by a talented faculty, who often have limited access to grants

9. Does the Committee's organizational meeting next year need to be earlier than the date set this year?

   No

   Signed: Chairperson [Signature]
   Vice Chair [Signature]
   Secretary [Signature]