Regular members present: Jason Brinkley, Colin Burns, Bernice Dodor, Anna Froula, Sitawa Kimuna, Alex Manda, Richard McCabe, Jay Newhard, David Rudel, Britton Theurer, Hans Vogelsong and Chris Wingard

Ex-officio members present: Craig Laundry and Heather Wright

Others Present: none

I. Call to Order

The meeting was called to order at 4:02 PM by Committee Chair, Jason Brinkley

II. Introductory Comments

Jason Brinkley advised the committee that the Research / Creative Activity Grants program had been approved and announcements sent out. Jason also reviewed the committee’s pending actions.

V. Old Business

Research/Creative Activity Grants: Jason Brinkley discussed upcoming committee responsibilities related to the grant program, including Providing information sessions Evaluating proposals

Jason proposed retaining the evaluation method used by the committee in past years, with four sub-committees covering the following disciplines:

- Health (tentatively: Brinkley, McCabe, Wingard and Wright)
- Natural Sciences (tentatively: Burns, Farwell, Manda, Selim and Rudel)
- Social Sciences (tentatively: Dodor, Kimuna, Landry and Vogelsong)
- Humanities and Arts (tentatively: Billingsley, Ford, Froula, Newhard and Theurer)

An executive committee would be screen incoming proposals for sub-committee assignments Each sub-committee would need a chair from among volunteers. Procedures would be finalized by email. The Committee assented to these proposals.

VI New Business

Survey Policy: The Committee had received a survey policy for recommendations by email prior to the meeting. The purpose of the policy was to avoid ‘survey fatigue’ among students, faculty, staff and alumni of ECU by creating a requirement for administrative approval of surveys by the committee established by the policy. The committee discussed this policy at length, and arrived at two recommendations:

1. That the policy allow for ‘dean mandated’ surveys of an urgent nature, such as may relate to accreditation site visits, etc.

2. That the survey committee dovetail with the Human Subjects Committee to avoid unneeded delay in survey approvals in light of grant and other deadlines.

Copyright Policy: The policy was discussed and not resolved but would be further pursued by email.

VII. Next Meeting:
The next regular monthly meeting was tentatively scheduled for the 3rd Monday in November, but is dependent on need and business would be conducted by email to the extent possible.

Business items remaining include RCAG program and copyright policy.

VIII. Adjournment

The Committee officially adjourned at 4:58 PM.