

WESTERN MICHIGAN UNIVERSITY  
FACULTY SENATE

RESEARCH POLICIES COUNCIL  
Minutes of 9 January 2014 Meeting

**Members present:** Osama Abudayyeh, Brooks Applegate, Steve Bertman, Lori Brown, Paul Ciccantell, Martha Councell-Vargas, Muralidhar Ghantasala, Michael Kiella, Dan Litynski, Matt Reid, Susan Stapleton, Mary Ann Stark, Susan Steuer, Betty McKain (for Patti Van Walbeck)

**Absent without substitution:** Muhammad Razi, David Rudge

**Also present:** Paula Kohler, Associate Vice President for Research

Council Chair Brooks Applegate called the meeting to order at 2:36 p.m.

**Procedural Items**

*Approval of Agenda for 9 January 2014*

The agenda was amended to add a discussion of the Data Collection TAC to New Business #1.

A motion was made by Steve Bertman, supported by Susan Steuer, to approve the amended agenda. Motion passed.

*Approval of Minutes of 5 December 2013*

Improvements were made to the description of Dr. Jody Brylinsky's presentation.

A motion was made by Steve Bertman, with support from Osama Abudayyeh, to approve the 5 December minutes as improved. Motion passed.

**Discussion Items: None**

**Reports**

*Council Chair – Brooks Applegate*

Council Chair Applegate reported on the following:

- Dr. Applegate's comments will be contained in the Update on Council Charges

*Vice President for Research – Dan Litynski*

Vice President Litynski provided the following:

- The Elsevier presentation was well received across the campus groups, which have seen it. No negative feedback received during these presentations.
  - Notification of the project: RPC reports are distributed to the Departments; The Office of the Vice President for Research Newsletter is distributed to faculty, colleges, and departments. It is posted as "Front Page News" on the OVPR website.
- Faculty Research and Creative Activities Award Report (Dr. Kohler): On Track.
  - The November report indicates that just less than half of the funds have been spent
  - February will bring the six-month report
  - FRACAA to a recently deceased member for \$5239 was returned to the awards balance.
- College Faculty and Research Officers travel to Washington D.C. to meet with funding agencies.
  - Eight departments in three or four colleges represented
    - Eight individuals participated
  - The faculty has created a white paper to inform target organizations that could support their research efforts.
- Pilot study on the new Ethics Modules are coming soon
  - Dr. Kohler willing to demonstrate/present to the RPC
  - Goal: all graduate students to take ethics training
  - Reside on the GoWMU e-learning site
  - Tailored case studies to increase relevance to module areas (e.g. Humanities, Biological Sciences, Social Sciences, Engineering)
  - National Science Foundation policy requires WMU to verify/certify that grantees have had training
    - Question remains: What does WMU want to do to create these certifications?

*Dean of the Graduate College – Susan Stapleton*

Dr. Stapleton reported the following:

- Reported that Drs. Julie Apker and Louann Bierlein Palmer were selected as the new Graduate Faculty Fellows.
- A new WMU Application System (Hobson) *Apply Yourself* is in the process of being implemented.
  - A systems analyst will implement the new process
  - Judy Ward from Admissions will lead user training
  - Process will go live for fall 2014 Applicants
  - Application fees were increased to help offset the cost of the system: \$5 for undergrad and \$10 for graduate applications.
  - Discussion about how the new system will facilitate International Admissions
    - International Admissions very excited for, and like an internet-based system

- Discussion regarding the way that the new admission system will pay critical attention to the English Proficiency module, and how that information will be made available during the selection process.
  - *Apply Yourself* has on-line status checklist for completed items associated with application process
  - School of Social Work has been using for 4 years and is very satisfied with its performance
- Permission has been granted to proceed with a search for a Graduate College associate dean

### **Continued/Old Business**

#### *2013-14 Council Charges*

1. No movement.
  - Dr. Stark recommended an in-depth review on a schedule would be helpful
    - A schema that identifies the policy, date of last review, how does the RPC link the policy with the role statement, etc. would help
    - Drs. Applegate and Stark will continue to work on this charge
2. The Data Governance TAC project proposed by Dr. Brylinsky will be tracked and monitored in this charge
3. General comments
4. Dr. Kohler reported the Progress is Ongoing
5. FRACAA due 17 January 2014 & Support for Faculty Scholars Award second round coming up soon
  - Discussion regarding quality improvements
6. Dr. Stark reported that RPC should continue to recruit faculty judges.
  - Judges should make contact with Alison Weiner
  - Undergraduate Research Excellence Award winners are invited to present posters of their work
  - A stage will be set up for Creative Activities performances
    - Music
    - Literature readings
  - The Graduate Student Advisory Committee may provide additional funding
  - General discussion regarding infrastructure needs for this program
    - It was recommended that a point list for improvements should be developed and then seek funding to accomplish the improvements
7. Dr. Kohler discussed research guidelines for the submission and review of SFSA protocols and determine who is, and is not eligible to submit
  - Two review requirements: faculty of the RPC with representation from all of the colleges
  - RPC chair, is chair of the review committee

- Walked through RPC/College representation for the upcoming 13 February 2014; 12:00m proposal review
  - Need to solicit representation from the Business College and Library
- 8. No Report
- 9. No Report

#### *Clarification of the Eligibility Requirements for Pls with Support for Faculty Scholar Awards who are developing Faculty Research and Creative Activities Awards*

- SFSA must be closed out before a FRACAA proposal can be considered for funding
- RPC should consider the harmonization of requirement language on the various brochures and application documents

### **New Business**

Request by Dr. Jody Brylinsky for the RPC to continue in the Data Governance TAC Discussion

ACTION: A motion was made by Dr. Steuer; supported by Dr. Litynski to continue the discussion with the Data Governance TAC. Motion passed.

Dr. Applegate will convey this outcome to Dr. Brylinsky.

### **Adjournment**

Dr. Bertman made the motion to adjourn, with support by Dr. Abudayyeh. Motion passed.

The meeting was adjourned at 4:45 p.m.

The next meeting is Thursday, 13 February 2014, at 2:30 p.m. in the Faculty Lounge of the Bernhard Center.

Respectfully submitted,  
Michael L. Kiella