

**William Paterson University  
Research and Scholarship Council  
Meeting Minutes**

October 11 2012, 12:30-2:00

Location: Raubinger Hall, Room 309 Conference Room

Present:

David Gilley (COS&H), Chair

Sheetal Ranjan, COHSS

Lourdes Bastas (Co-Administrative Liaison)

Susan Sgro (COS&H)

Robin Schwartz (COA&C)

Jorge Arevalo (COB)

Sandra Alon (COE)

Excused/Absent

Jane Bambrick (Library)

Martin Williams (Co-Administrative Liaison)

1. Meeting was started at 12:30pm.  
Diane Falk, Senate Vice Chair presented Senate Council with 2012 charges and agenda, attached. Discussion of charges included Art Release Time (ART) and Graduate Council responsibilities regarding policy of graduate assistants.  
The R&S Council clarified to the senate/Diane that the analysis survey information was from 2010-2011, not last years. R&S requested the updated charges to reflect this date in the final report.
2. Lourdes spoke of a new software acquired, Pivot, that makes possible searching for colleagues working in specific fields within the campus. Lourdes may present the possibilities of this software to the Faculty Senate.
3. Sandra reported that the rooms for April 4, 2013 Research and Scholarship Day are Reserved and submitted the paperwork which will be filed with Martin. Sandra also spoke with Tom Uhlien in Art regarding designing the poster for April 5 for next year. Further communication with Tom Uhlien about the poster design will be conducted by Robin Schwartz, as she in the Art Department. Posters last year were beautiful, but were stolen off the wall almost as soon as they were put up. Perhaps printing a thinner paper would be more economical than poster board.
4. Martin William's draft of guidelines as to how to approach the Deans of each department was reviewed. This conversation with the Deans is important so each area can be showcased beginning with a list of 4 or 5 senior faculty to be present. New faculty also have the opportunity to show work. A.R.T. recipients should be reminded To present work. Faculty should be encouraged to bring their classes as part of their syllabus as a requirement or give attendance as extra credit. Faculty might tied Research and Scholarship Day to Professional Enrichment (PE). Appeal to the Deans to prepare something for common hour and rotate Professors, senior faculty first. Increasing the audiences for presentations is paramount. Is it possible to request support from each Dean to contribute to a lunch? A lunch might bring in a audience. Stress to the Dean the pressing issue of attendance.
5. Can Senate talk to faculty about increasing attendance to R&S Day?  
Approach Senate regarding where can PE fit in for our students

6. Sheetal reported that software to track attendance to camps events is in the early stages of use. A device scans IDs and can track who is attending activities and also lists the #855 identification number.
7. Address technical issues as tripping over cords and the need for remotes to move along projected files.
8. A save the date announcement will be sent out the first week of December for the April 5 R&S Day.
9. Suggest to President Waldron a good time to visit R&S Day, as last year her visit meant a great deal to students, but the student posters were being taken down.
10. The possibility of involving other institutions was discussed. The council concluded that until we can resolve our attendance challenges, involving other institutions at this time would not be practical. The need for additional resources for publicizing and organizing such a large-scale event was also cited as necessary for a successful multi-institutional Research and Scholarship Day.
11. Request support from the university to make R&S Day more visible through public relations as there has not been any PR through print, radio or tv.

I had to leave before the meeting adjourned to get to my 2:00 class at Powers Art Center,

Respectfully submitted,  
Robin Schwartz