

Faculty Research Committee
Minutes of January 22, 2008

Attending: Ann Breitenwischer, Maureen Heaphy, Renee Mika, David Nicol, Bakhodirzhon Siddikov, Lisa Wall, Matt Yang.

Absent: Yaron Felus, George Nagel, Matt Wagenheim

Ann Breitenwischer opened the meeting at 11:00 AM.

1. Prepare for the Review of 5 Proposals.

Members selected which applications they would like to review in detail. Everyone should read all application and be prepared to vote February 12, 2008. If you think any applications address faculty development, please notify Ann Breitenwischer as soon as possible. Those application should be sent to the Senate Professional Development.

2. Faculty Research reporting requirements

Current report requirements are listed here as defined as IV in Faculty Research Grant Program Proposal Guidelines - Revised October, 2007 found at <http://www.ferris.edu/htmls/administration/academicaffairs/vpoffice/senate/facresearchcomm/frcguidelines.pdf>

“Reports: The Project Director is responsible for all reports and communications with the Faculty Research Committee. The first named individual on all grant requests involving more than one faculty or professional staff member will be named as the Project Director.

Final reports must be submitted within **three** (3) months of the date of the termination of the grant project to the Academic Senate Office. Two (2) copies (one paper and one electronic) are required. Failure to submit one's report in a timely fashion will preclude the faculty member from submitting a subsequent research grant proposal with this Committee for a period of **two** (2) years from the time of his/her actual report submission date. Failure to ever submit a final report will preclude acceptance of future grant applications.

The report is to be succinct and written for an intelligent lay audience (i.e., without any unexplained jargon). It is to consist of the following:

1. The original abstract, updated to reflect the actual execution of the project.
2. A one-page synopsis of the literature and background evidencing a need for the research done.
3. Any further methodological information essential to the interpretation of the remainder of the report.
4. A one-page summary of the findings.
5. A one-page discussion of the implications, conclusions, and potential applications derivable from the findings.
6. A paragraph indicating future research enabled by the findings.
7. A paragraph indicating the public forum in which the findings are to be presented.”

There was a discussion concerning possibly adding a progress report from the recipients. Additionally it was felt there should be more accountability such as recipient for money spent (other than for travel) or show money was not spent if a delay occurred. This conversation was deferred until the fall when we review the guidelines again.

3. Final reports in FIR update

Ann Breitenwischer had further discussions with the university archivist, Melinda McMartin, regarding a repository. They discussed sending a letter to past recipients requesting an electronic copy of their final report. Concern was expressed by some that journals would not accept work if it had been posted on our web site because it would no longer be considered unpublished. This topic was not resolved before running out of time. (To be discussed again at a future date)

4. New initiator's review of successful proposals.

To see examples of successful grant applications, an author only needs to contact Paula Hadley-Kennedy in the Senate.

5. Next meeting at 11:00 February 12, 2008 in FLITE.

Adjournment: Noon
Respectfully submitted

Maureen S. Heaphy, Ph.D.
FRC secretary