Minutes

**Present:** Kathy Gee, Jean Gonsier-Gerdin, Bill Vicars, Deidre Sessoms, Frank Lilly, Sonia Lovine, Kim Ross, Melissa Repa, Shelby Moffatt, Kimberly Gordon Biddle, Caroline Turner, Diane Lee, Mimi Coughlin

I. Reviewed Minutes from December 16, 2014 Meeting

II. Planning for Thursday, February 5th Workshop

A. Outline of workshop
   12:00-12:20 Overview—How to work with Office of Research Affairs; Describe each of the different types of funding available to help attendees be able to identify what breakout sessions to go to; Will review Provost research incentive funds—possibly $5000 to submit an external substantial grant

12:20 -1:00 Breakout session #1 – 1, 2, 3, 6 (see below)

1:00 -1:40 Breakout session #2 -- 1, 4, 5, 7 (see below)

Breakout options:
1) Searching online & signing up for searches; discuss where to search --- Sonia will facilitate during both breakout sessions
2) Internal funding @ SacState (provost awards, course redesign, student academic development awards)—Handout with list of website names and due dates of internal funding for faculty on one side and on the other side, funding available for student showcases/competitions.
3) National Science Foundation—STEM Education proposal due in March or August
4) Dept. of Ed./Feds
5) National Institute of Health, National Institute of Mental Health, National Standards & Technology, Department of Labor
6) Foundation Funding
7) Contracts—state contracts to do work for a state agency

Deidre Sessoms, David Earwicker, Sonya Lovine, Shannon Rexin, Vicki Pearsons-Rounds, Jill Shannon will be facilitating the breakout sessions.

1:40-2:00 Conclusion & Wrap up---Work plan—break down steps; Get input for follow up activities/events
Diane will work with Deidre to develop a worksheet for work plan.

Kathy and Jean will work on a tool to get input from attendees about what would like next /follow-up activities/events to this workshop.

B. Topics of interest expressed so far-- Social emotional learning; Partnerships with non profits to focus on at-risk youth

C. Recruiting workshop attendance
To date, 9 faculty members (in addition to members of the committee) have indicated that they will be attending the workshop.
Flyer will be posted in Eureka 401 and the mailroom.
All committee members will talk up the workshop with their faculty area groups.
Caroline will have EdD staff send flyer to the EdD students and the affiliate faculty.
Encourage all faculty to invite individuals from other departments/colleges who COE faculty are collaborating with on research projects.

D. Workshop is brown bag
Committee members can bring snacks/light refreshments to share with those who do not bring lunch.

E. Develop packets of information for individuals who could not come; Post links to information on COE website.

F. Follow up possibilities—monthly brown bags -- different funding opportunities; focus on different aspects of grant applications (e.g., how to write evaluation section).

III. The “Reception” for Provost’s awards
March 12 may be premature to do the reception since we need more information from the Dean. Previously Dean expressed wanting to showcase COE recipients and have individuals from external agencies and organizations attend.
Other possibilities—Recipients of internal grants (e.g., Provost awards) share at brown bag just for COE attendees; do mini event this year and then have Fall kick-off event with larger research showcase.
Kathy and Jean will meet with the Dean –will share information gathered this at the March 5th ERI committee meeting.

IV. Next meeting – Thursday, March 5th – 12:00-1:15 pm, Eureka 221
Kathy and Jean will be out of town at a conference.
Mimi volunteered to facilitate the meeting.
The focus will be on debriefing of Feb. workshop and sharing the Dean’s ideas about the award recipient showcase/reception.