

**University Research Council**  
**November 15, 2022**  
**4 - 6 p.m.**  
**Meeting Minutes - Approved**

**Present:** Ece Karatan, Karen Fletcher, Charna Howson, John Wiswell, Jason Xiong, Heather Waldroup, Andres Tellez, Nicholas Cline, Becki Battista, Reza Foroughi, Ellen Lamont, Ann Kaplan, Megen Culpepper, Adam Hege, Elaine Berry, Matthew Thomas-Reid

**Excused:** Kate Hoffman, Christine Hendren, Jenny Tonsing

**Staff:** Lauren Essick

- Ece Karatan calls the meeting to order at 4:02 p.m.
- Motion 1 (Megen Culpepper, Andres Tellez) to approve the minutes from the [October 11, 2022 meeting](#)

VOTE: 12 Approve, 0 Opposed. Motion passes.

## **NEW BUSINESS**

### **URC Fall 2022 Grants Funding Discussion and Recommendations Vote**

Ece Karatan states are able to increase the available funding to \$60,000 due to the fortunate financial situation this year.

Karen Fletcher explains the process to consider URC proposals for funding. Panel recommendations are shared with Ece so she can determine the “payline.” Recommendations have been grouped together, and the Council will need to determine if it is possible to fund more than those recommended to be fully funded. Once funds are exhausted, the URC can recommend more than \$60,000, but it is up to Ece, as Vice Provost for Research, to determine whether to extend the available funding. Then decisions are shared with Grants Resources Services, applicants are notified, and they receive the reviews. Then, new award meetings are set up. Do not tell your colleagues the results. A formal announcement will be sent.

Karen shares her screen with a spreadsheet with twelve highlighted in green as recommended to be fully funded, which totals \$56,443. The next highest scoring are all from the Social Sciences, Business, and Education panel (SSBE). The SSBE panel presents these proposals. Highlighted in green are: six from STEM and Health, four from Arts and Humanities (AH), and two from SSBE. Highlighted in yellow are: six from STEM and Health, four from AH, and five from SSBE. Karen explains that this is about the same breakdown we usually see over the years. Total applications are twelve from STEM and Health, seven from AH, and 8 from SSBE.

If we fund one additional extra proposal, the total will be a little over \$60,000, otherwise it will be a little under \$57,000.

Motion 2 to recommend funding proposals shaded in green in the amount of \$56,443. (Kaplan, Foroughi) VOTE: 11 Approved, 0 Opposed. Motion passes.

Karen shares three additional proposals that can be considered from the SSBE panel.

Motion 3 (Lamont, Xiong) to support funding proposal number 3216.  
VOTE: 13 Approved, 0 Opposed. Motion passes.

Total funding is \$ 61,372.

### **Research and Creative Activities Strategic Plan Update**

Ece states that work is being done to put together a strategic plan and finalize the scope of work. This gathering of information continues and we expect to talk soon with this group about the strategic plan.

### **OLD BUSINESS**

#### **URC Entry of Faculty Handbook Final Version Vote**

Ece: Puts document in the chat for [URC Handbook changes](#)

Ann Kaplan suggests adding departments/units to bullet one. Ece agrees.

Motion 4 (Waldroup, Hege) to approve the URC Entry of Faculty Handbook.  
VOTE: 12 Approved, 0 Opposed. Motion passes.

#### **Member Roles and Responsibilities Vote**

Ece: It's important to have this document so those who want to serve may have a way to see what they might be doing on the Council. There was a question about ad hoc projects, which means everything other than what we do here with the URC grants. Next year there will be some discussions of policies, but those are expected, so they're not ad hoc projects.

Participation is needed from this group for the Research and Creative Activities at Appalachian event. Thank you for your engagement at this year's event. The Council's engagement at this event increases URC's visibility.

A template of [URC liaison communication](#) is shared with the membership and roles are expected to be discussed next semester.

Question: Why can this not go out in weekly announcements?

Ece responds that it can, but it will disappear in the weekly Announce list, and we want to daylight it. If the email comes from you, as a URC member, it highlights that this is what the Council does. I worry that it will get lost in announcements.

Comment: It will get lost in email too.

Ece replies that she hears where you're coming from, but maybe the departments of the representatives will pay attention. There are at least fifteen departments, and because it's coming from those they know to look out for it. Let's try this out. We're hoping this will be a more effective way of communicating.

At a previous meeting someone suggested sending it to your communications liaison. Or it could be an email to an associate dean with important information from URC. What would you suggest? Dean's office? If you can't connect with Deans, send it to your department, but start sending it out.

Question: How do we give you feedback?

Ece replies let's start a feedback document in our Shared Google Drive where we can categorize feedback and respond. It establishes a connection with us. We'll start that way.

Motion 5 (Lamont, Wiswell) to approve member roles and responsibilities.

VOTE: 10 Approved, 0 Opposed. Motion passes.

## **NEW BUSINESS**

Members convene into three different breakout rooms to discuss the [URC website questionnaire](#).

Adjournment (Fletcher, Wiswell) at 5:32 p.m.