

Faculty Senate Research & Development Committee 2024-2025

Committee Members

Yoko Ferguson <yoko.ferguson@udc.edu> (Chair)
Mohammed Essack <mohammed.essack@udc.edu>
Lamont Simmons <lamont.simmons@udc.edu>
Samaneh Torkzadeh <samaneh.torkzadeh@udc.edu>
Tricia Clarke <tricia.clarke@udc.edu>
Chris Anglim <canglim@udc.edu>

Charge

This committee shall: (1) Review campus and system-wide research policies and issues related to the campus research mission; (2) Establish procedures to facilitate communication between those conducting research and those who guide, fund, and administer research projects; (3) Facilitate regularly scheduled research seminars to provide interaction between the funding organizations and the university researchers; (4) Compile faculty publications in a database for easy retrieval and distribution; (5) Represent faculty research interests individually and/or collectively and be responsive to questions and concerns of both faculty and student researchers; (6) Encourage and support University faculty in their scholarly endeavors.

10/23/2024

Present: Glen J. Benedict (convening), Yoko Ferguson, Lamont Simmons, Mohammed Essack

Absent: Samaneh Torkzadeh

Activity:

- Reviewed charge
 - Elected Yoko Ferguson committee chair
 - Reviewed results of last year's survey
 - Discussed plans for future projects and programs
 - Discussed meeting with CAO and Office of Sponsored Program about how to help University's goal of moving to R2
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12/3/2024

Present: Yoko Ferguson

Absent: Lamont Simmons, Mohammed Essack, Samaneh Torkzadeh

Agenda:

- Share notes from the November Faculty Senate Meeting (Dr. Massey's remarks)
 - Office of University Research: A recent audit was completed for the Office of University Research. One area of immediate interest: reviewing workloads for PIs and how their release time is budgeted and charged. (Dr. Massey's interested in/looking forward to collaborating with us)
- Brainstorm plans and ideas for Spring 2025
- Next meeting: 1/?/2025

Over the email correspondence:

- Decided to continue our conversation over emails and meet virtually in January 2025
- In response to Dr. Massey's remarks, Prof. Mohammed Essack proposed the following ideas:
 - Emailing OUR and CAO's office for existing processes around PI workloads and release time budgeting and charging.
 - Survey PIs/faculty for possible recommendations to refine, streamline and centralize the process.
- Yoko Ferguson suggested drafting an email to the Office of CAO and the Office of University Research to see if the above ideas would be helpful. That way, we can make sure that any of this hasn't been already done or in the process, as well as notify them of our plans and efforts.
- In the process of scheduling the next meeting in January

1/23/2025 at 12pm

Present: Tricia Clarke, Lamont Simmons, Samaneh Torkzadeh, Mohammed Essack, Yoko Ferguson

Absent: Chris Anglim

Agenda:

- Welcome Dr. Clarke & Dr. Anglim
- Picked up where we left off (review Dr. Massey's remarks made at the November Faculty Senate meeting regarding PI's workloads and release time)

- Invite people from the Office of Sponsored Program to our committee meeting and ask questions regarding the current workloads for PIs and how their release time is budgeted and charged. Have a list of questions ready before the meeting.
- Dr. Tricia Clarke volunteered to write an email to Laura-Lee Davidson (Director) <lauralee.davidson@udc.edu> & Taniya Robinson (Assistant Staff) <taniya.robinson@udc.edu>
- As another project, the committee can investigate the current process for requesting conference funding to streamline it for everyone (are online forms available?) – ask the Office of Sponsored Program about the centralized process
- Action items
 - Write an email to the [Office of Sponsored Program](#) (Dr. Clarke)
 - Brainstorm questions for the OSP
- Next meeting(s): Thursday, 2/13 at noon (preferred) or Thursday, 2/20 at noon

2/13/2025 or 2/20/2025 at 12pm

Present:

Absent:

Agenda:

- Updates to the invitation to the Office of Sponsored Program (re: existing processes around PI workloads and release time budgeting and charging + existing process around conference funding request)
 - Invitation email sent to Ms. Davidson and Ms. Robinson on 1/28/25 – no response as of 2/10/25
 - Followup email to be sent, including Dr. McCrary <victor.mccrary@udc.edu> (He is not on the [Office of Sponsored Prongs \(OSP\) website](#), but is on the [Office of University Research \(OUR\) website](#)) & Ms. Muhammad <cynthia.muhammad@udc.edu>?
 - Send an email with questions instead?
 - Brainstorm questions for the OSP