

Research Advisory Board
February 24, 2010
Shuster Hall, Room 326
3:00 PM

Minutes

In attendance: Timothy Alborn, Eugene Chudnovsky, Stephanie Endy, Dominic Esposito, Michael Ferraro, Mira Gora, Marzie Jafari, Edward Jarroll, Alan Kluger, Dina Legall, Joseph Middleton, Rene Rotolo, Katherine St. John, Robert Troy, Marcie Wolfe.

- **Approval of Minutes**

The Board approved the minutes.

- **Welcome to the Board: Dean Jarroll, Natural and Social Sciences**

Dean Jarroll was welcomed to the RAB by Eugene Chudnovsky. The Dean is happy to join the Board.

- **Continued Open Discussion with Dean Alborn, Arts & Humanities**

Dean Alborn reinforced the need for mentoring faculty members regarding research where junior and senior faculty members are linked with appropriate mentors using a cross disciplinary approach that is not limited within divisions and departments. Additionally, he would like to promote the Multimedia Center as a research center. The new facility should be recognized and it presents opportunities for a research environment. Michael Ferraro added that it can be a cross-over place between humanities, technology, education and public health and suggested a sub-committee be formed to help identify areas that can benefit from the Multimedia Center. Dean Alborn stated that the Center could be used for collaborative efforts providing resources for researchers that do not have equipment because most humanities funds are used to buy released time to allow investigators to perform research. Stephanie Endy asked for a recommendation from the Board that would enable people in the humanities to receive a 100% course release if they receive a \$30,000 award. This will help retain scholars and garner prestige for the college. Dean Jarroll would like to see the same support for the sciences. Dina Legall agreed to draft a recommendation and present it to the Board at a future meeting.

Dean Alborn suggested that the Multimedia Center topic be added to the Board's fall agenda to identify possible research opportunities there. Michael Ferraro reiterated that a sub-committee be formed to identify research possibilities at the Multimedia Center and Rene Rotolo told him that the group already exists. He will draft a recommendation regarding research to that group.

- **Continued Open discussion: Promoting the Research Enterprise**

Stephanie Endy stated that the topic was discussed at the Provost Council meeting and a Research brochure will be created. The Board discussed several possible formats for the brochure in addition to the length and content. Dean Jarroll stated that the Deans could speak with the departmental chairs telling them that faculty members will be receiving requests for material to be included in the brochure. Marcie Wolfe added that the Board should initially

identify a theme and formulate a message that cuts across divisions so there is more of a global approach to creating the publication. Stephanie Endy agreed to work with the Provost and deans to inform the faculty about the upcoming request and gather similar brochures from other institutions to present to the Board. The Board will identify a theme; Stephanie will work with the Deans to send an email to all faculty members requesting a paragraph describing research and the Board will select content based on the responses received.

- **New sections of the Researcher's Manual for Review**

Katherine St. John mentioned that Research into Outcomes of NSF STEM Education Grants at CUNY no longer exists and should be removed from the manual. The Board agreed to review the document and present edits at a future meeting.

- **Additional Items**

1. RCR Training

Katherine St. John stated that students working on her projects have started the CITI RCR training and that if one knows the material, it takes a half hour per module. Otherwise the training takes an hour and a half per module. She suggested that the CITI training be waived for undergraduate students and replaced with a lecture. Stephanie Endy described the Federal RCR requirements and stated that all Federal agencies will soon require RCR training. In response to the current requirements, Gillian Small created a CUNY policy. The policy states that all students involved in research should pass the CITI modules and attend an annual workshop for RCR, which Lehman plans to offer once per semester. Additionally, PIs should have discussions with those working on research projects and retain documentation of the discussions. The Board raised several questions regarding this topic and agreed to formulate a list of questions to be sent to Gillian Small. Stephanie reported that Gillian Small has mentioned this policy will be expanded to all students and that the Provost is exploring adding the RCR content to the LEH-100 curriculum.

2. Departmental Research Support

Katherine St. John mentioned that other schools have staff support for research at the divisional or departmental level and that having this assistance will help faculty members apply for more funding. Also, a travel agent that books trips at State rates should be used.

3. Other

The Board agreed to add a meeting on May 12 to replace the February 10 meeting that was cancelled due to inclement weather. Stephanie Endy announced that on 3/1 and 3/2 the ORSP will be conducting an introduction to NIH workshop and that Fred Winter will be visiting on 3/5 and making a presentation at 2 p.m. entitled "Grant Getting Strategies for Faculty in the Humanities."

- **Adjourn**

The next meeting will be 3/10.