ARC Committee Meeting

Minutes

November 20, 2017, Lee Campus I-223

In attendance: Timothy Lucas, Larry Miller, Randy Moffett (via polycom), Caroline Seefchak, Anthony Valenti, Angela Vitale, Stella Egan, Joseph van Gaalen

- J. van Gaalen welcomed and reviewed the agenda with the committee.
- J. van Gaalen introduced the new ARC Diamond Plan
  - J. van Gaalen addressed the four classes with explanations for each
    - Action: Describes research into new facets of learning or learning methods to be completed in the classroom or with FSW students as part of the faculty's instructional role in an effort to pilot or clarify pedagogical or learning support pathways.
    - Classical: Describes the classical or typical academic research where the PI is seeking to add to generalizable knowledge in the field of study which can be applied in other settings.
    - Experiential: Describes research that might be considered classical (social research) in the sense that it is seeking to add to generalizable knowledge in the field of study but it is conducted on FSW students or the FSW community.
    - Discovery: Describes research in which some travel may be required to extract rare, unusual, or otherwise isolated data such as oral histories or archived manuscripts that will add to generalizable knowledge in the field of study.
  - L. Miller suggested Classical be changed to Causal; committee was unsure of change in that they agreed 'classical' may not be the best term, but was concerned 'causal' may also be an issue in other ways.
- J. van Gaalen addressed the changes to the Rubric to correspond to the ARC Diamond Plan. These changes will be distributed to committee members for review before being placed in position for the next round of ARC grants.
- J. van Gaalen addressed the procedures for the ARC Diamond Plan.
  - If Action Research, must present at ARC Lecture Event or Research Lecture Series and provide a findings report to the appropriate departments of FSW which can benefit from the research.
  - If other three areas of research, must present at ARC Lecture Event or Research Lecture Series and submit for an academic publication or present at a regional or national conference within 18 months of award kickoff meeting.
  - ARC Grants do not award release or reassigned time, sabbatical, or travel funding for conferences related to the products of the research.

- o The maximum allocation for travel-related line items (i.e., flight, hotel, per diems) is $1250 for domestic, $1750 for international. Any travel in excess of this amount will be the responsibility of the PI.
  - o One proposal will be awarded in each class based on strength of proposal in comparison with competing proposals under that classification. If no proposal in a given class satisfies criteria the committee can elect to not name a winner for that class.
  - o Up to three wildcard awardees may be selected by the committee coming from any of the four classes based on strength of proposal in comparison with all remaining proposals which did not win their class. Committee can elect to not name all three wildcards if proposals do not satisfy criteria.
  - o In the event that no proposals are submitted in a class, the wildcard limit will not be increased by one to offset the absence.
- J. van Gaalen will update ARC Diamond Plan with recommendations provided by the committee and will send it to the committee members for review and input.
- In general, committee members felt the new plan was a needed change and applauded the updated rubrics to accommodate the plan. An example of one of the four rubrics (Action), in the final stages, is shown below:

ACTION	Gold (3)	Silver (2)	Bronze (1)	(0)
Goals & Significance	The research will provide the opportunity to explore and analyze a pedagogical or learning pathway that is innovative and has potential to greatly improve FSW.	The research will provide the opportunity to explore and analyze a pedagogical or learning pathway that is innovative and might improve FSW.	The research will provide the opportunity to explore and analyze a pedagogical or learning pathway that is innovative although potential is limited.	Research does not provide an opportunity to explore or analyze a pedagogical or learning pathway that could improve FSW.
Timeline	Timeline is clear, thorough, and feasible for completion in one year and for fiscal responsibilities.	Timeline is clear but not thorough, and feasible for completion in one year and for fiscal responsibilities.	Timeline is present although not clear, but is feasible for completion in one year and for fiscal responsibilities.	Timeline is absent or not feasible within one year.
Research Design / Methodology	Research questions are direct and methodology is thoroughly aligned to answering questions posed.	Research questions are mostly direct. Methodology appears to be capable of answering questions posed.	Research questions are not clear. Methodology may not be capable of answering questions posed.	No clear research question is posed.
Future Use at FSW	PI has highlighted in extensive detail how the research may be used on a more consistent basis at FSW.	PI has highlighted in detail how research may be used on a more consistent basis at FSW.	PI presents limited detail on how research may be used on a more consistent basis at FSW.	No goals for future use are presented.
Literature Review / Support & Evidence	Empirical evidence and/or a relevant literature review is substantial and strongly supports need for grant.	Empirical evidence and/or a relevant literature review is presented in support of grant need.	Minimal empirical evidence and/or relevant literature review is presented in support of grant need.	No empirical evidence and/or relevant literature review is provided.
Budget	The estimated budget supports the project outcomes; costs are itemized and justified by proposed activities.	Aspects of the estimated budget support the project outcomes, costs may or may not be itemized and justified by proposed activities.	Budget information is incomplete or unsupported.	No budget information is provided.

Does the proposal have any human subjects research potential?	Yes	No	Director of Assessment & Effectiveness will update ARC on IRB status of proposal and General Counsel's input regarding copyright or risk concerns.	Additional comments: _____ _____ _____ _____
Does the proposal make use of material authorized by others within the project narrative?	Yes	No		
Does the proposal potentially present risk to persons or property?	Yes	No		

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- J. van Gaalen addressed the introduction of the Research Lecture Series.
  - o The Research Lecture Series is for ARC and Non ARC research faculty to present.
  - o The presentations will be live streamed and tweeted.
  - o The first presentation will be April 2018.

- o S. Egan is currently securing room and time. Early stages indicate an April 10, 2018, at 12:30pm, in J-103 may be likely. (later adjusted to be finalized as April 11, 2018, 12:30pm-1:30pm in J-103 with a poster session preceding the talk from 11:30am to 12:30pm.
- J. van Gaalen addressed the ARC Ladder
    - o S. Egan continues to develop the system with assistance from J. van Gaalen
- ARC Committee reviewed and scored twelve ARC proposals submitted for funding.
    - o Recommendations for funding of 4 of 12 will be submitted to Dr. Jeff Stewart.

Minutes submitted by S. Egan and J. van Gaalen