

MINUTES
NSU RESEARCH COUNCIL
Wednesday, December 15, 2004

The Northwestern State University Research Council (NRC) met for the third time on Wednesday, December 15, 2004, from 10:00-11:00 A.M. in the Cane River Room of the Student Union Building on the Natchitoches campus of Northwestern State University. Acting Chair Dr. Anthony Scheffler called the meeting to order with a welcome and the recognition that a quorum was present.

Council Members Present

Anthony Scheffler, Acting Chair
Pam Miller
Laura Carwile
Kathleen Byrd
Andy Ludu
Sue Weaver
Jean D'Amato
Linda Cox
Darlene Williams
Kirk Cordell
Zachary Pulliam
Patti Trudell
Tom Burns
Cathy Trichel
Tony Gustwick

Council Members Absent

Barbara Duchardt
Dion Boyett
Jennifer Long

Staff Present

Priscilla Kilcrease
Carla Howell
Jan Sims

Representing

Provost & VP Academic Affairs
College of Business
College of Nursing
College of Liberal Arts
College of Science & Technology
University College
Scholars' College
NSU Library
Electronic & Continuing Education
NCPTT
Student Government Association
CERT
Emeritus Faculty
Business Affairs
Institutional Advancement

College of Education
Small Business Development Center
Student Technology

Research and Sponsored Programs
Research and Sponsored Programs
Research and Sponsored Programs

MINUTES APPROVED

On motion and seconded, the minutes of the previous meeting were unanimously approved as follows:

NRC approves the minutes of its meeting of October 12, 2004.

PROPOSAL RECOMMENDATIONS OF PEER REVIEW PANELS

Dr. Kilcrease explained the **Peer Review Panel Report** of the proposals submitted under the **NSU Enrichment Fund Professional Development Grant Program FY 2004-05, Round #1**. Councilperson Dr. Jean D'Amato suggested that an abstract and a cover sheet be provided in future recommendations.

On motion of Councilperson Weaver, seconded by Councilperson Burns, the Council voted unanimously as follows:

The NSU Enrichment Fund to Foster Professional Development Grant Program, FY 2004-05 Funding Cycle, Round #1 recommendations were accepted with the following stipulations:

Dr. Kilcrease explained the **Peer Review Panel Report** of the proposals submitted under the **NSU Enrichment Fund Proposal Stimulus Grant Program FY 2004-05 Funding Cycle**.

On motion of Councilperson Byrd, seconded by Councilperson Cordell, the Council voted unanimously as follows:

The NSU Enrichment Fund Proposal Stimulus Grant Program FY 2004-05 Funding Cycle recommendations were accepted with the following stipulations:

After the motion carried, Dr. Kilcrease informed the Council that an award letter would be sent to each applicant whose proposal was funded. The letter would include all stipulations that are to be met prior to funding.

NRC STANDING SUBCOMMITTEES

Dr. Kilcrease explained how the subcommittees and chairs were assigned. Dr. Scheffler suggested that each subcommittee elect a co-chair or associate chair that is someone other than a member of the ORSP staff.

As there was no further discussion or suggestions, the Council agreed to proceed with the document entitled “**NSU Research Council Standing Committee Assignments**” as is.

NRC EXECUTIVE SUBCOMMITTEE

Decisions about Selected Responsibilities Relative to Round #2 of Professional Development Proposals

Dr. Kilcrease asked the Council if they wanted to delegate permission to the Executive Committee to act on behalf of the full Council when necessary.

On motion of Councilperson Burns, seconded by Councilperson Weaver, the Council voted unanimously as follows:

The Executive Committee of the NRC has permission to act on behalf of the full Council when necessary.

IRB CONFERENCE

Dr. Kilcrease provided the Council with information concerning a conference being hosted at Louisiana Tech University for faculty and staff on Human Subjects Research. Northwestern State University is co-sponsoring this conference and will be recognized on the brochure thanks to the involvement of Dr. Curt Phifer, IRB Chair. Dr. Phifer requested permission to allow the funds allotted for his travel as IRB chair to be utilized for registration fees for NSU faculty to attend this conference. This request was forwarded and has been approved by Dr. Henderson and Dr. Scheffler. Information with the details of this conference will be sent out via the university messenger service.

On the motion of Councilperson Scheffler and seconded by Councilperson Pulliam, the Council voted unanimously as follows:

A letter of appreciation will be sent to Dr. Phifer in recognition of his outstanding contributions to the university while serving as Chair of the Institutional Review Board.

ADJOURNMENT

There being no further business, the Council adjourned at 11:00 A.M.