The Northwestern State University Research Council (NRC) met Thursday, February 26, 2007, from 2:30 P.M. - 4:00 P.M. in the Natchitoches Room of Russell Hall on the Natchitoches campus of Northwestern State University.

**Council Members Present:**
- Ms. Diane Webb (College of Nursing)
- Dr. Sanghoon Park (College of Education)
- Dr. Lisa Abney (College of Liberal Arts)
- Dr. Andy Ludu (College of Science & Technology)
- Mr. Steven Gruesbeck (University College)
- Dr. Jean D’Amato (Scholars’ College)
- Ms. Corinne Pearce (NSU Library)
- Mr. Dion Boyett (Small Business Development Center)
- Ms. Darlene Williams (Continuing Ed & E-Learning)
- Mr. Jason Church (NCPTT)
- Dr. Tom Burns (Emeritus Faculty)
- Ms. Jennifer Long Martin (Student Technology)
- Mr. Drake Owens (Institutional Advancement)

**Representing:**
- College of Nursing
- College of Education
- College of Liberal Arts
- College of Science & Technology
- University College
- Scholars’ College
- NSU Library
- Small Business Development Center
- Continuing Ed & E-Learning
- NCPTT
- Emeritus Faculty
- Student Technology
- Institutional Advancement

**Council Members Absent:**
- Dr. Steve Horton, Chair (Graduate Studies & Research)
- Dr. Tom Hanson (Provost & VP of Academic Affairs)
- Dr. Pam Miller (College of Business)
- Ms. Shantel Wempren (Student Government Association)
- Ms. Patti Trudell (CERT)
- Ms. Cathy Trichel (Business Affairs)

**Guests Present:**
- Mr. Mike Matthews (Watson Library/PHILIA)

**Staff Present:**
- Dr. Priscilla Kilcrease (Research & Sponsored Programs)
- Ms. Carla Howell (Research & Sponsored Programs)
- Ms. Jan Sims (Research & Sponsored Programs)
- Ms. Alysia Jones (Research & Sponsored Programs)
CALL TO ORDER AND WELCOME

Dr. Priscilla Kilcrease called the meeting to order on behalf of Chairperson, Dr. Steve Horton. All those present were asked to introduce themselves and to include their affiliations with NSU. Dr. Kilcrease sadly announced the loss of Research Council member, Dr. Pam Miller, representative of the College of Business. A suggestion to honor her in this year’s Research Day program booklet was presented to the Council and unanimously accepted.

REVIEW OF EVALUATIONS AND FUNDING RECOMMENDATIONS FOR PROPOSALS SUBMITTED UNDER ALL PROGRAMS: PD, PS, AND USR

PROPOSAL STIMULUS

A complete packet of reports and summaries were distributed to NRC members. Three Proposal Stimulus applications were submitted for review for this funding cycle. The external evaluators’ recommendations for the Samuel Marshall proposal (NEF PS 06-07 002), all indicated that the funds requested were lower than what was needed to complete the project. Therefore, it was proposed that the request be increased by $1,700 to reflect the $5,000 maximum amount of funds available. On the motion of Councilperson Tom Burns, seconded by Councilperson Corinne Pearce, the recommendation to accept all three Proposal Stimulus proposals contingent upon meeting stipulations was unanimously accepted as follows:

NRC approves the motion to accept these proposals in the total amount of $14,960. Dr. Samuel Marshall’s proposal is contingent upon a resubmitted application with a revised budget justification indicative of the origin of the additional monies.

PROFESSIONAL DEVELOPMENT PROGRAM

Of the eighteen proposals submitted, fifteen were recommended for funding. Before discussion began, Dr. Kilcrease presented the Council with a general question regarding the point-system values of evaluating proposals: Should there be points assigned to the submission of a completed proposal?

Two of the declined applications listed in Table II, page 4 of 9, in the NSU Enrichment Fund Professional Development Grant Program Peer Review Panel Report were missing pertinent components needed for funding. However, PD 06-07-R1-003 (Pennington), proved to be a desirable project, but did not meet the program’s guidelines. With the approval of the NRC, Dr. Kilcrease will provide a letter to the Administration to explain the findings of the Peer Review Panel and to encourage seeking further sources of funding for the project. On the motion of Councilperson Dion Boyett, seconded by Councilperson Dianne Webb, the recommendation to accept fifteen Professional Development proposals upon meeting stipulations was unanimously accepted as follows:

NRC approves the motion to accept these proposals as submitted contingent upon stipulations provided in Table III, pages 5-8, of the NSU Enrichment Fund Professional Development Grant Program Peer Review Panel Report.
UNDERGRADUATE STUDENT RESEARCH PROGRAM

Mr. Mike Matthews, Coordinator of PHILIA, was invited to introduce the derivative of the Undergraduate Student Research Program (USR). He indicated that its purpose is to solicit grant opportunities with hopes of producing and enhancing undergraduate research. With more development and external funding sources, this program could greatly influence Northwestern State University as well as North Louisiana's standing in undergraduate research. Two applications were submitted and approved from the Creative and Performing Arts/Music department. On the motion of Councilperson Lisa Abney, seconded by Councilperson Corinne Pearce, the motion to accept recommendations as submitted was unanimously approved as follows:

NRC approves the motion to accept recommendations as reported in the PHILIA Peer Review Panel Report of the NSU Enrichment Fund/Philia USR Grant Program packet.

RECOMMENDED CHANGES TO THE REQUEST FOR PROPOSALS

On motion of Councilperson Tom Burns, seconded by Councilperson Dion Boyett, the motion to accept recommendations to the RFP in total were unanimously approved as follows:

NRC approves the motion to accept all seven suggestions presented in the PHILIA Steering Commitee Minutes from the meeting on February 13, 2007 with the exception that suggestion numbers 3 and 6 be applied to all three grant programs: Professional Development, Proposal Stimulus, and Undergraduate Student Research.

Dr. Jean D’Amato proposed that another cycle of USR program be initiated. On the motion of Councilperson Jean D’Amato, seconded by Councilperson Lisa Abney, the motion to accept another round of funding of USR proposals was unanimously approved as follows:

NRC approves the motion to solicit another round of funding for the Undergraduate Student Research grant program with an increase from $1,000 to $2,500 for each award and a maximum total award of $10,000. The Office of Research and Sponsored Programs will investigate further as to whether other areas of the university are eligible to participate in this program before deadlines are determined.

OTHER BUSINESS

Dr. D’Amato reported the finalization of the 20th Annual Research Day Speaker as Dr. Jennifer Piehl, Assistant Director of the El Peru-Wake’ Archaeological Project in Guatemala and Bioarchaeologist at the Center for Big Bend Studies, Sul Ross State University. Ms. Carla Howell encouraged members to promote Mildred Hart Bailey and student nominations. There was also mention of the newly developed contest to reproduce the Research Day booklet cover. The winner will receive a $100 cash prize and a commemorative plaque inscribed with the winning entrant’s name. Also, the winning design and winner’s name/signature will be placed on 500+ copies of the official “NSU Research Day 2007" Program Booklet.

With there being no further discussion, the meeting was adjourned at 3:40 pm.