Western Connecticut State University
Research & Development Committee

Annual Report to the University Senate 2013-2014

Prepared by: C. Thomas Philbrick (Chair)
Date of Submission: 14 April 2014

I. Committee Members (representing):

Maribeth Griffin (Housing- selected by the committee)
Xiaomei Gong (L/C/C)
Ruth Gyure (appointed by the Provost)
Gabrielle Jazwiecki (Director of the Office of Sponsored Research and Administrative Services)
George Kain (A)
Gabriel Lomas (PS)
Douglas O’Grady (VPA)
Thomas Philbrick (appointed by the Provost; Chair)
Jack Tom (V&PA)
Massy Rajabzadeh (A&S)

It is important to acknowledge the help of Jennifer Cunningham, Administrative Assistants/Office of the Provost.

II. Meetings/Business:

A. The Committee met three times this academic year: 2 October, 11 December, 9 April.
   a. 2 October. Introduced new members and planned information sessions.

   b. 11 December. The committee received and reviewed 17 proposals (16 from Arts & Sciences, one from Professional Studies) requesting 96 credits of reassigned time for the 2014-2015 academic year. Thirteen proposals (12 from A&S, one from Professional Studies) were recommended to the Provost, for a total of 64.5 credits awarded; the same amount of reassigned time contractually allocated last year. Four proposals were not recommended based on merit (all four from A&S).

   c. 19 April, 2014. Welcomed new member to committee and elected Chair for 2014-2015. Ruth Gyure has been elected Chair.

B. Information sessions.
   Two information sessions were conducted: 16 October (Midtown campus), 18 October (Westside campus).
C. Development of on-line application and report capabilities.
   a. The Chair met with John DeRosa and discussed how on line application and report submission could be developed. Discussions are on-going.