Western Connecticut State University
Research & Development Committee

Annual Report to the University Senate 2012-2013

Prepared by: C. Thomas Philbrick
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I. Committee Members/Representing:
Nancy Heilbronner (PS)
Maribeth Griffin (Housing- selected by the committee)
Ruth Gyure, appointed by the Provost
Genevieve Innes (L/C/C)
Gabrielle Jazwiecki (Director of the Office of Sponsored Research and Administrative Services)
George Kain (A)
Douglas O’Grady (VPA)
Thomas Philbrick (appointed by the Provost; Chair)
Massy Rajabzadeh (A&S)

Support services provided by Theresa Buzaid, Administrative Assistants/Office of the Provost.

II. Meetings/Business:

A. The Committee met three times this academic year: 18 September, 11 December, 19 March for the following purposes.
   a. 18 September. Develop procedures to move to an on-line application system. A first step in this direction was implemented in Fall 2012 whereby faculty could submit applications as hard copy or electronic. (Seventeen of the 19 applications received were electronic.) Scheduled information sessions (9-10 October).
   b. 11 December. The committee received and reviewed 19 proposals from which 147 credits of reassigned time were requested for the 2013-2014 academic year. Seven proposals were declined on merit, and 12 proposals were recommended to the Provost, for a total of 64.5 credits awarded, the same amount of reassigned time contractually allocated last year.
   c. 19 March. Review data regarding distribution of reassigned time for the period 2000-2012 (see accompanying sheet)

B. Presentation to Senate.
   a. Presentation to senate: A data sheet summarizing the distribution of reassigned time by school and academic department was presented to the Senate on 17 April.

C. The goals for the coming year.
   a. Receive and make recommendations on reassigned time applications.
b. Develop entirely on-line application/report submission procedures, which will require Senate approval.

c. Evaluate 12 year reassigned time distribution and make recommendations. These will be follow-up to the data sheet distributed to the Senate in April.

d. Identify ways to promote faculty scholarship at WCSU.