

October 7 minutes

- 1) Approval of minutes - Approved
- 2) Website for student project showcase
 - a) Will be easiest to just get our own hosting service. University server space may not happen.
 - b) Decision: go ahead and get our own hosting service. Start the website.
 - c) Need Action items.
 - d) Robert: can use V&V hosting space. Not in use. Can add another domain. This will save us some \$.
 - e) Is there a budget for committees? If not, can ask dean of college of engineering.
 - f) Here are the options: <https://www.bluehost.com/hosting/shared>
 - g) Vijay: did we get money for the showcase last year? Iulian: no.
We should raise this issue - we need \$ for our committee work.
Where did \$ for food come from? Provost fund.
Problem - need to ask for them shortly before the event.

Action: find funding for hosting.

Robert: better to get funding from Provost or Faculty Assembly, rather than just from one dean.

Suggestion: Request funding from Student Association. This is relevant for students, this is an activity for students. Student Government Utica - SGU - Funding bill

Action item: Request funding - Iulian.

Decision on hosting: Choice Plus with BlueHost

Student working on page - Graduate assistant - Kyle Frennette & another student?

Action item: create ad on Handshake for another student to work on this - Iulian

Robert's suggestion:

Action Item: Student - come up with a programmatic requirements document.

Start with the document from last year - Iulian will send it.

Korkut - need to start promoting

Action Item: Student start designing flyers for advertising.

Starting point: ads from the past. What language did we use?

From last year: <https://sunypoly.edu/student-showcase.html>

Looks like there's no compelling language - Need to come up with good messaging.

For next time - promotion strategy:

Commented [1]: <https://sunypoly.edu/sgu.html>
<https://sunypoly.edu/sgu/agenda.html>
<https://sunypoly.edu/sites/default/files/studentLife/SGU-Bill-Template.docx>
<https://sunypoly.campuslabs.com/engage/organization/student-government>

Send info to capstone teachers.
Send info to SUNY communications - Mike Aeillo

3) Faculty Research Survey

Starting questions:

Briefly describe your research.

How much time per week/per semester do you allocate to your research?

Do you work with collaborators? How many? Are they here or at other institutions?

What library resources does your research utilize?

How many students do you typically employ per semester?

What kind of equipment and materials does your work require?

List additional resources that you need in your research.

Purpose of the survey is to showcase and make connections between faculty. Spur collaborations.

Robert: suggests that some of the information be anonymous

Vijay: few people know what resources are available. Suggest having people give 'Collaboration information'

Meeting adjourned.