

**State University of New York Institute of Technology
Committee on Research and Creative Scholarship Meeting Minutes
Zoom Meeting
12:30 pm-1:30 pm, November 4th, 2021**

Attendees:

Chair: Iulian Gherasoiu

Present Members: Ana Jofre, Korkut Bekiroglu, Lynne Longtin, Robert Edgell, Daniel Hebert, and Vijay Ramalingam

12:30

Chair: approve of agenda

Passed

Comments to agenda: no comments

Passed

Consent Agenda: Approval of minutes and agenda.

- Minutes approved by unanimous vote.
- Ana: Addition to agenda (#4 C)-discuss addition of server space.

New Business: NONE.

Old Business:

a. CoRSCW webpage

-Robert: Concept schematic for website to aid in establishing the website on the university's servers? Develop website prototype and then present to ITS Dept. to discuss hosting, management, etc.

-Ana: Organize a group meeting with ITS Dept. to discuss development of website and use of servers? ITS would be amenable to a content management website that users can access.

-Iulian: To what extent? Hosting, only? Who will manage the website properly?

-Vijay: Explore using templates for new websites.

-Ana: Set up site on SUNY Poly server for Student Project showcase.

-Ana: Set up WordPress-based website for Student Project Showcase and test for functionality, versus relying solely on Blackboard. Bring to ITS thereafter once functionality is determined.

-Iulian: Testing of any new websites is critical to avoid any site failures during the Student Project Showcase.

-Lynn: Combination of in-person and virtual for competition. Consensus among committee members on this issue.

Consensus: Develop website prototype and then decide to approach ITS for a meeting once the committee convenes in December.

Review of “Planning the CoRSCW Website.”

- Robert: Explore websites such as “ResearchGate” and “Academia.”
- <https://www.academia.edu/>
- <https://www.researchgate.net/>
- <https://www.researchgate.net/search.Search.html?type=institution&query=groups>
- <https://www.ssrn.com/index.cfm/en/>
- <https://www.linkedin.com/school/11542160/admin/>

Action Items:

- Ana: Have Kyle set up a “Comments” section of the Student Project Showcase website to test the website’s functionality.
- Work on prototype development.

b. Survey.

- **Iulian: Action Items:** Develop a draft for the survey.
- Discuss with Andrew Bellinger once a prototype has been prepared.
- Ana: Sample research survey:

Research Survey:

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.

-No additional comments.

Meeting adjourned by unanimous vote.