Minutes of the meeting CoRSCW October 5th 2023

CoRSCW Meeting	Attendance
Iulian Gherasoiu – Chair	Yes
Zhanjie Li	Yes
Bongmook Lee	No
Ana Jofre	Yes
Vijay Ramalingam	Yes
Lynne Longtin	No
Jarett Rose	No
Felipe Henao	Yes
Robert Edgell	Yes

Committee on Research, Scholarship and Creative Work approved the agenda

- Funding for open source publishing.
- Organizing Summer Undergraduate Research Program (SURP)
- SUNY Poly seed grants: organizing and funding

Minutes of Meeting:

1. Open Source Publication Funding:

    a. Allocating funds for open source publication is crucial to encourage more faculty to publish their research, fostering the growth of SUNY Poly. It is proposed to present this funding request at the upcoming faculty assembly meeting.
    b. Proposal Development: A comprehensive proposal is in the planning stages, with the intention to draft and subsequently submit it to the provost for approval.
    c. Concerns Raised by Lulian:
       Lulian highlighted a significant issue related to the travel fund for students. The budget designated for faculty travel is being utilized for student travel without proper accounting.

    d. Unaccounted Travel Fund Balance: Notably, there is unspent money in the travel fund for the current academic year, and its allocation needs to be addressed.
    e. Criteria for Consideration
       Discussions centered around criteria for evaluating proposals include: Assessment of the number of publications for funding and the compliance with the requirements of open-source journals.

2. SURP Program Website

    a. The need for a dedicated website for the Summer Undergraduate Research Program (SURP) was discussed. The website will serve as a central hub for program advertisement and the application process. Ana emphasized the need for the web hosting.

    b. Website Features: The proposed website will encompass information about SURP, showcase student achievements, and provide a platform for research faculty to share relevant materials.

    c. Website Maintenance: Ana proposed the hiring of a student to manage and develop the website. This entails ongoing maintenance and updates.

    d. Funding Concerns: A significant concern was raised regarding funding for faculty mentoring SURP students. Addressing this concern is crucial for the success and sustainability of the program.

3. SUNYPOLY Seed Grant:

  Committee discussed the absence of any announcements regarding the SUNY POLY Seed Grant.

Preliminary results are required to apply for any grant, underscoring the need for financial support to facilitate research endeavors.

Action items include

1. the development of the SURP website and

2.efforts to secure financial support for both the website and faculty mentoring initiatives.

3.Inviting Dr. Michael Carpenter for next meeting.

Meeting Adjourned.

Minutes by **Vijay**