

EXECUTIVE COMMITTEE CHARGES FOR 2023-2024

Sarah Herrmann, Chair  
Ryan Cain, Liaison

**RESEARCH, SCHOLARSHIP AND PROFESSIONAL GROWTH (RSPG)**

***PPM 1-13, Article 5, Section 4.7: The Committee on Research, Scholarship and Professional Growth shall recommend policies on research, scholarship, teaching loads, instructional and faculty development and faculty productivity. It shall facilitate faculty in obtaining grants, travel funds, physical facilities, etc., to collaborative research and scholarly activities.***

1. Continue to issue requests for proposals for Research and Professional grants, Instructional Improvement grants, Hemingway Vitality grants, Travel grants, Hemingway Excellence and Collaborative awards, Hemingway Adjunct grants, Hemingway New Faculty grants, and review these proposals in a timely manner. (**Ongoing**)
2. Continue to coordinate deadlines for submission of proposals with the chairs of the Institutional Review Board and the Animal Care and Use Committee. (**Ongoing**)
3. Review and update as needed the proposal guidelines. Clarify and report the criteria for awarding the grant. Explore ways to simplify the process and broaden the criteria. (**Ongoing**)
4. Provide feedback to authors why proposals were not funded. (**Ongoing**)
5. Continue efforts to publicize the committee's activities. Seek ways to broaden participation campus wide including adjunct faculty. Explore opportunities to disseminate information about the funded projects, including workshops, in order to provide consistent information and feedback to potential applicants. (**Ongoing**)
6. Keep in communication and continue to cooperate and coordinate with Office of Undergraduate Research (OUR), Center for Community Engaged Learning (CCEL), Hall family, and Academic Resources and Computing Committee (ARCC), attempting to avoid (or minimize) overlap on the funding categories with ARCC/Dee Family Technology grant. (**Ongoing**)
7. Streamline the submission and review process. (**Ongoing**)
8. Ensure that the language of new or updated documents are inclusive. Review those documents to see how they may inadvertently impact particular communities in an adverse manner. Consult with DEI taskforce for guidance (**Ongoing**)
9. Work with Marketing & Communications to revise RSPG website to be more

user-friendly.

10. Train RSPG members to use Adobe Sign to solicit signatures from department chairs, deans, IRB representatives, etc.