

2019-1-25: Winter 2019

Minutes, SSRIC Winter Meeting

Submitted by: Chris Den Hartog

Friday, January 25, 2019, 9:00 am

Host Campus: California State University, Northridge (online-only meeting)

Attending On-line via Zoom: Regan Maas (SSRIC Chair, Northridge), Jackie Brooks (Sacramento), Stafford Cox (Long Beach), Chris Den Hartog (San Luis Obispo), Rhonda Dugan (Bakersfield), Francis Neely (San Francisco), Gilbert Garcia (Los Angeles), Marcela Garcia-Castañon (San Francisco), Nancy Hudspeth (Stanislaus), Tim Kubal (Fresno), John Menary (Dominguez Hills), Patricia Morris (Sacramento), Ed Nelson (at large; non-voting), Gene Turner (Northridge), Eric Vogelsang (San Bernardino), Jill Yamashita (Monterey Bay).

Quorum: (20 subscribing campuses with 11 campuses required for quorum) 16 representatives in attendance – representing 12 campuses; with 2 at-large members.

Note: Recorded votes are *italicized*; motions and action items are in **boldface**, and bracketed statements [supplemental inserts] are to clarify discussion.

1. Call to Order (9:00 am) by Regan Maas, Chair 2018-2019.

2. Approval of Agenda/Minutes/Announcements:

- **MOTION: To approve the Winter 2019 Agenda (January 25, 2019).**
M/S/P (Unanimous - Yeas 12, Nays 0)
- **MOTION: To approve the Fall 2018 Minutes (October 26, 2018).** *M/S/P (Unanimous - Yeas 12, Nays 0)*

3. Nominations for Chair-Elect

- No names were put forward; action deferred to the Spring meeting
- The possibility of informally having co-chairs was raised, with the caveat that formally having co-chairs would probably require a bylaws change.

4. Instructional Materials Awards

- Regan Maas and Jackie Brooks will serve on the committee; Ed Nelson and John will review proposals
- The following timeline was proposed, pending confirmation from Pamela Estaniel that it would work with the Chancellor's Office: RFP sent by 2/1; proposals due by 3/1; decisions due by 4/1; final products due by 6/15. [Stafford Cox suggested posting the RFP on the SSRIC website].
- There was discussion of adding one more award.

5. CALSPEAKS Faculty Fellowships

- Committee members: Ed Nelson, Marcela Garcia-Castañon, and Nancy Hudspeth, Matt Jarvis (fellowships).
- Hopefully former Field award recipients will serve as reviewers.
- Current tasks: Send info regarding archives access to CSU campuses (once archive access is available; we are still waiting for a response from CalSpeaks about archives access); distribute RFP March 2019; proposals due mid-August 2019.

6. ICPSR Summer Workshops

- Members: Chris Den Hartog, Gene Turner, Stafford Cox, (Francis Neely, proposal review only)
- Proposed timeline: RFP by 3/1, notifications soon after

7. Budget 2018-2019

- All campuses except Chico and Pomona are subscribing; campuses that stop subscribing (such as Chico this year) get access for one year after they stop subscribing.
- The carryover from last year is about \$33K & needs to be spent this year.
- With proposed increases in funding for CalSpeaks, Instructional Materials Awards, travel, S4, and ICPSR stipends, we still have roughly \$3K remaining. [Proposal to transfer it to CSUSB for next year's S4 if possible. Francis suggests that \$15K for S4 is too much.
- **Motion: All S4 participants who attend, sign in, and are in the room for their presentation will get a stipend of up to \$100, depending on funds.** *M/S/P (Unanimous - Yeas 12, Nays 0)*
- The possibility of allocating money to revive the dormant undergraduate research journal was raised; it was decided that this would be discussed at the spring meeting.
- It was decided to send all remaining carryover to CSUSB if possible; if not possible, use funds to add one additional Instructional Materials award and the rest for travel.
- **Motion: To approve the amended budget.** *M/S/P (Unanimous - Yeas 12, Nays 0).*
- We discussed the possibility of extending the spring meeting to Saturday to allow rep training for Qualtrics, Drupal, ICPSR, CalSpeaks archive, and perhaps other trainings. Ed Nelson recalled it having been tried before, but participation dropped off. Marcela asked if non-reps from the host campus would be able to attend, which might raise awareness of SSRIC and serve as an incentive for campuses to host S4; no decision was made.
- **Motion: To approve Saturday night lodging funding for SSRIC reps who participate in Saturday trainings.** *M/S/P (Unanimous - Yeas 12, Nays 0).*
- **Motion: That the Council approve Executive Committee discussions with ICPSR to try to arrange for SSRIC to send ICPSR a single \$16000 payment for summer stipends, and that the Executive Committee be**

authorized to conclude such an arrangement. M/S/P (Unanimous - Yeas 12, Nays 0).

8. SSRIC Endowment

- We have the Gene Geisler endowment and there are opportunities to contribute. An email about it will go out soon.

9. Transfer of Host Campus Proposal

- We're required to have a host campus and have to complete the transfer by 2021, so we need to start now. Regan will investigate whether Northridge can and will become the host.
- We need a procedure for conducting the transfer, as well as materials explaining the benefits of the SSRIC.
- **Motion: To have an agreement with each host that they will host for 3-5 years, and to consider the Transfer of Host statement in the Winter meeting PowerPoint slides at the Spring meeting. M/S/P (Unanimous - Yeas 12, Nays 0).**

10. S4 Symposium Update

- The goal is to have the website ready for applications by early February.

11. S4 Awards/Paper Review

- We might need additional reviewers.

12. S4 Location 2021

- It will be Northern California's turn and we will need to start solidifying plans in spring. Regan will contact SJSU and East Bay about it.
- Nancy Hudspeth said that Stanislaus might be an option and Jackie Brooks will look into whether Sacramento is an option.

13. Workshops

- Regan and Billy Wagner are doing a workshop at East Bay.
- If anyone else is willing to do them let Regan know.
- John Korey has put slides from past workshops on the SSRIC website.

14. Marketing

- Reps should forward poster ideas to Regan, as well as any high-quality logo files from other materials.
- Regan is doing posters, brochures, website additions, and social media/email blasts.

15. Additional Announcements

- Gene Turner suggested maybe adding to the website a calendar of events and deadlines for SSRIC reps to access.
- New reps need website access. Regan will verify that this is still done through Andrew Roderick at SFSU.
- New reps need ICPSR OR access; Stafford will contact ICPSR to figure out how this is done.

16. Adjournment 11:56 am