PRESENT: Randy Barnes, Heidi Bunkowske, Helen Elias, Cindy Oviedo, Minou Spradley, Denise Whisenhunt, Xi Zhang

STAFF: Desiree van Saanen

REPORT FROM XI ZHANG:

I. Revisit the Mission, Purpose, and Infrastructure of the SDCC Research Committee

Committee members revisited the intent, purpose and function of the SDCC Research Committee and discussed its future. Phase I of the committee included the development of a research infrastructure, college-wide research agenda, prioritization of research requests, and the development of documents such as the Research Request Form, the SDCC IRB Guidelines, and the Guidelines for Implementing the Research Planning Agenda (GIRPA). But phase II offers new challenges. It is important that the committee demonstrate that City College is data informed and that there exists an organized effort to develop and support a “culture of inquiry” on campus.

To this end, committee members shared several strategies, as follows:

- Fold the Research Committee into the MPAROC (i.e., integrate a standing agenda item on “Research”). It was noted that the MPAROC has consistent and comprehensive membership, and many Research Committee members also attend MPAROC. In addition, the MPAROC oversees master planning, program review, budget, enrollment management, and recently grant review. Each of these areas requires research and is tied to City’s institutional effectiveness.

- Xi could offer quarterly research reports to the MPAROC. The Research Committee need only meet once or twice per semester, or as needed.

- Encourage participation in research activities such as campus-wide surveys, workshops and briefings/facilitated discussions around data. Xi explained that more participation is needed in order to facilitate a culture of inquiry.

- Work with deans and VPs to assign participation in college-wide discussions on research data and offer discussions that are more specific to departmental needs/interests. Creating sessions that are subject specific or program relevant will likely boost interest and participation.
Committee members suggested strategies for making research data and training more accessible and interesting. Ideas included:

- Record research discussion sessions and place online to facilitate those who cannot attend discussion groups.
- Update Research webpage and feature department/service-specific reports.
- Send out DL of specific reports via E-blast to campus community with a link to the full report.
- Make data available for review and feedback BEFORE the final report is prepared. People who can’t attend the discussion sessions should be able to chime in.
- Disseminate news releases (regarding research updates).
- Utilize City marquee and City Times to disseminate research summaries.
- Develop a research presentation calendar.

Committee member expressed concern that Xi’s time is limited and it is up to the college as to how we want to allocate research time.

Xi will work with VPs and deans to identify “cells” or related discipline/service groups. She will also work on an Institutional Effectiveness Outcome Report, hopefully compiled in Taskstream, at some point wherein a higher level of data analysis can be performed. The Research Committee will then be charged to review, analyze, and discuss the report and make recommendations to college’s master planning, program review, and other college-wide initiatives.

Randy B. will arrange working sessions with Xi and departmental chairs and subject-matter experts to review data packets.

Xi will work with Heidi B. to develop strategies for the sharing campus research (training, research participation, and report dissemination).