RESEARCH COMMITTEE MEETING
Thursday, March 26, 2015
2:30 – 3:30 p.m.
Room B-104

| Members Present: | Ivan Canals (Classified Staff), Jesse Garber (Research), Christopher Godbout (Faculty), Cathy Hasson (Research), Masahiro Omae (Faculty), Minou Spradley, Instructional Dean, Desiree van Saanen (Classified Staff) |

1. **Research Committee Structure and Purpose** - Committee members briefly discussed the original intent of the committee and related responsibilities. It was noted that there needs to be an infrastructure and purpose of the committee beyond the review of the college’s research agenda and the prioritization of requests. Several points were discussed including expanding the composition to include cross-disciplinary representation, counseling/assessment representation, and merging the committee with MPAROC.

   Cathy H. distributed for review the committee’s Mission Statement, Fresno City College’s Institutional Research Operating Agreement (as an example), and a list of considerations for the restructuring/repurposing of SDCC’s Research Committee. Committee members reviewed Fresno’s duties and functions and made several revisions for use as SDCC’s as follows:

Duties and Functions of Committee:

The Institutional Research and Effectiveness Committee will be responsible to report and make recommendations to the MPAROC on all matters related to research, evaluation, and assessment data to ensure that research supports the college in carrying out its mission.

The Committee will:

- **Develop and evaluate an integrated research agenda for the college to help organize and prioritize research that supports the college’s planning, decision-making and innovative process.**

- **Develop strategies to promote a culture of evidence and inquiry that provide a mechanism for collaboration and evaluation to build research expertise throughout the college.**

- **Create processes, procedures, and protocols for improving the college research infrastructure.**

- **Ensure that research supports the major activities that serve the broader functions on campus, including but not limited to planning, enrollment management, budget development, program review, accreditation, grant development, Basic Skills, student equity and success, and assessment of student learning outcomes.**
• Facilitate the development of institutional effectiveness indicators and benchmarks.

• Provide a periodic report of committee activities to the MPAROC.

2. Research Agenda – Tabled to next meeting. As the committee meets only once monthly, Cathy H. asked that two additional meetings be scheduled in order to address review of the research agenda.

Next Meeting:__________________ We need to schedule this. Cathy, were you able to meet on the other dates I provided? The 15th or 17th of April?