

Eastern Florida State College

OUR Funding Review Board Spring 2021 Meeting Minutes

The virtual board meeting convened April 14, 2021 at 3 p.m. via Microsoft Teams.

Attendees: Dr. Susan Styron, David Shedrow, Dr. Elinda Steury, Dr. Kim Scalise, Mary Garrett, Dr. Ashley Spring, Dr. Zhengrong Li

I. Call to order

Ms. Garrett called the meeting to order at 3 p.m. All meeting attendees will join the meeting via Microsoft Teams.

II. Approval of minutes of previous meeting

- A. Meeting minutes from Fall 2020 meeting were sent via email to board members. Upon review, no comments or changes were offered.
- B. Motion for the approval of Fall 2020 meeting minutes by Dr. Scalise, and Dr. Steury seconded the motion. Motion carries with all approving.

III. Approval of today's meeting agenda

- A. The Spring 2021 OUR Funding Review Board tentative agenda was sent to board members via email. Upon review, no changes were offered.
- B. Motion to approve today's agenda by David Shedrow and seconded by Dr. Styron. The motion carries with all approving.

IV. Old business – Canvas shell discussion tabled until next meeting

V. Reports and discussion

- A. Student funding requests
 1. One student registration in the Human Research Participants Training online course for a total cost of \$49.97. Both student and mentor require a certificate of human research training before submitting a research proposal for review to the Institutional Review Board. Mentor training is not needed, as Dr. Scalise has a certificate from a previous research experience that is yet to expire.
 2. Dr. Spring inquired about the student research proposal deadlines. Dr. Spring motioned to discuss changing from specific term deadlines for students to submit their research funding proposals to rolling deadlines. Dr. Styron seconded the motion. Motion carried, followed by discussion.
 1. Dr. Spring suggested that a rolling deadline would allow students to submit their funding proposals at any time during the term and benefit students with last minute or close to the deadline requests.
 2. Ms. Garrett indicated no deadlines were in place for student research funding proposals. The proposal deadlines originally published on the OUR webpages were removed in summer 2020. Since funding proposals and student travel requests are processed and approved differently, the submission deadlines for funding proposals will not affect the submission process for student travel requests.
 3. Discussion ended. Dr. Spring motioned to approve the change from specific term deadlines to a rolling deadline for student research funding proposals and seconded by Dr. Styron. Motion carried with all approving.

4. Ms. Garrett will update the OUR Bylaws and send the updated file to Communications with a request to replace current version on the website.

B. OUR budget updates

1. Three registrations (\$76.89 for two faculty, one staff) to attend the virtual Florida Statewide Symposium Best Practices in Undergraduate Research.
2. Fall 2020 the OUR provided \$126.86 in funding.

VI. Announcements

A. Upcoming Events

1. Spring 2021 Virtual Undergraduate Research Exhibition opens April 21, where the EFSC community and the general public can browse submissions at the EFSC website.
2. Florida Statewide Symposium Best Practices in Undergraduate Research October 2021 location TBA
3. 2022 Florida Undergraduate Research Conference February 25-26 location TBA

B. Fall term meeting date

The fall term meeting is to be determined. Ms. Garrett will email a Doodle Poll for board members to vote on next term's meeting date and time.

Motion to end the board meeting by Dr. Styron and seconded by Dr. Steury. The motion carries with all approving. The meeting adjourned at 3:25 p.m.