

Centers & Institutes Directors Minutes: September 18, 2012

C&I Directors Attending: Ms. Lisa Bash-Ward, Intercollegiate Athletic Institute for Sports Camps
Dr. Beverly Chiarulli, Archaeological Services
Dr. Dennis Giever, Center for Research in Criminology
Mr. Samuel Gualardo, Pennsylvania/OSHA Consultation Program
Dr. Mary Anne Hannibal, Center for Teaching Excellence
Mr. Barnett Knorr, Center for Career & Technical Personnel Preparation
Dr. Krish Krishnan, Center for E-Commerce & Technology Support
Dr. Carl Luciano, Biotechnology Research Institute
Dr. Christoph Maier, Applied Research Lab
Mr. Louis Pesci, Highway Safety Center
Dr. Donald Robertson, Center for Applied Psychology
Ms. Ellen Ruddock, Center for Family Business
Dr. Timothy Runge, Child Study Center and Center for Gifted Education
Mr. Robert Wilson, Institute for Mine Mapping, Archival Proc & Safety
Dr. Adrian Wisnicki, Center for Digital Humanities and Culture

Others attending: Dr. Hilliary Creely, Asst Dean for Research, School of Graduate Studies and Research

Updates

- Dr. Creely called the meeting to order at 12:00 pm and thanked all the centers for returning their annual reports on time and thank the directors for the extra effort a lot of them put into their reports in response to the feedback from last year.
- There was information given on the latest C & I Advisory board meeting. There were three main ideas from that meeting that were shared.
 - 1) The board feels that the website services that were offered last year were a good idea and that they should be continued this year. There was an Announcement sheet (attached) distributed with a call for Proposals. The deadline is end of business on **Monday, October 1, 2012**.
 - 2) There was discussion on whether or not there might be a better way to group the meeting every month so that the entire C & I did not meet as a whole, but instead there were separate meetings for those C & I that share similar goals, concerns, and interests.
 - 3) There was an interest from the board to set up a “fact sheet” about each C & I that the SGSR would distribute to show the value of each to the community as a whole.

- Dr. Wisnicki noted that not all C & I have “economic” value and that they don’t all yield money in the same way. Dr. Creely said that the blanket term “value” with no designation could apply to all C & I and that the term “community” can include not just the community of Indiana, PA and beyond but also an academic “community of scholars.”
- Dr. Giever said that he felt that the smaller group meeting were a good idea and that some C & I might even want to team up together for bids, and that it might make for stronger marketing.
- Dr. Runge noted that right now we group the C & I into four categories, but that we might need to expand that into five or six categories.
 - Dr. Creely agreed and said that she would like each C & I to see where they are listed on the Research page of IUP’s website and make sure that they feel they are listed under the right category. She noted that some C & I might even be listed on more than one page. Here is the link to the page where all C & I are listed now: <http://www.iup.edu/research/centers/default.aspx> (Please make sure each link works to your own individual page, let Dr. Creely or Jean Serio know if they do not so that it can be fixed)
- Mr. Gualardo proposed that coming up with a new name for the C & I that is a “catch-all” term since there are many people outside of academia that have no idea what a C & I is or what function they serve the community at large. There was emphasis given that it seemed to be a focus of our new President, Dr. Driscoll, that IUP should be active in the community and be offering services to that community.

New Business

- Competition Announcement: website assistance will be offered again on a competitive basis for those centers who submit proposals. (40 hr of service will be given to each C & I that is chosen)
 - Dr. Krishnan felt that as part of the updating process of the websites for each C & I that we need to make sure that the key terms and “meta-tags” i.e. search terms, are present so that when people search for services provided for the C & I they are able to find them easily.
 - Dr. Maier suggested each C & I try to find their page online and see how they would search for themselves.
 - Dr. Creely stated that if people find old broken links to bring them to her attention so that they can be disabled and cleared them from the website.
- Upcoming C & I meeting agenda topics: Dr. Creely then proposed that she could have an Ektron expert come into a future C & I meeting from Communications or IT to show what is even possible for websites through IUP.
 - Dr. Runge proposed that perhaps once we have interest groups perhaps a HIPPA or FERPA expert could come in to talk to one or more of the groups.

- It was discussed collectively that at next month's (October) new interest groups could be formed so that in Nov and December the groups could start meeting.
- Dr. Creely said that the C & I reviews were right on schedule, with 2/3 already completed and that the rest should be completed this year. The C & I that are a part of Eberly will have reviews in the Fall.
- Dr. Creely also provided an update on the status of the CECI contract form. The form itself was outdated and, building on the initial efforts of the University auditor, a committee formed to develop a new business practice for processing the forms and to draft a new form since implementation of Perceptive (the new, on-line form creation and routing software) is delayed indefinitely. In the absence of Perceptive, the new form will be a PDF that will be able to be filled out online and printed out for signature then routed. As of right now there is not an electronic signature option so original signatures are still required. However, the new form will significantly decrease the time in which it takes for payment and feedback.
- Dr. Creely adjourned the meeting at 12:46 p.m.

Respectfully submitted,

Amy Klemm