COMMITTEE ON RESEARCH, SCHOLARLY AND CREATIVE ACTIVITY (CRSCA)

MEETING DATE: Thursday, September 3rd, 2026, 12:45-2:30pm via Zoom

APPROVED MINUTES

Present: Michelle Gravier, Benjamin Smith, Chandra Khan, Ram Kandasamy, Liz Kyonka, Xeno Rasmusson, Jiannan Wang, Ya You
Guests: Mark Robinson
Absent: Trinie Dalton, Wendy Moore

1. Introductions
   a. Welcome new members
      - The committee welcomed new and returning members and reviewed the meeting schedule. The committee noted two vacancies: one associated with the Academic Senate chair transition and one lecturer position; one additional affected by a potential conflict (may need replacement).
2. Elect Vice Chair
   - Duties would include taking minutes and presiding over meetings in the chair's absence. Members considered rotating the secretary role rather than assigning it permanently. Chair Gravier will take minutes for today's meeting. Interested members to contact Chair Gravier.
3. Approval of the agenda
   - Motion to approve from Smith, Rasmusson seconded. No discussion, abstentions, objections; motion approved.
4. Land Acknowledgement - read by Chair Gravier
5. **Reports**
   a. Report of the Chair
      i. Annual Report of the Chair of the CRSCA (25-26)
         - Reviewed CRSCA's responsibilities, including review of RSCA grant programs, support for faculty research and creative activity, student research competitions, and evaluation of center and institute charters.
         - Reviewed time-sensitive research-related policies for priority review, as identified by outgoing Senate Secretary Michael Rowley.
         - Discussed reducing permanent faculty service roles and eliminating standing subcommittees in response to workload concerns and the recommendation to avoid creating additional permanent subcommittees.

- The committee discussed combining CRSCA policies and procedures in response to a request from ExCom. Chair Gravier and Senate Chair Smith will coordinate a meeting to schedule this work and prioritize updates, including consideration of removing standing subcommittees.
- The committee discussed whether CRSCA should continue reviewing center and institute charters. Chandra Khan noted that centers and institutes are generally housed within research portfolios and that consistent oversight is important for audit purposes. Members agreed that CRSCA is well positioned to review programmatic elements, while budget-related review may be better suited to COBRA. The committee will continue discussing the appropriate division of responsibilities and the need for consistent standards across centers.

ii. RSCA-related news

1. OSCAR Scholar Applications Open
2. OSCAR-Library Workshops "Level-Up Your Research"

b. Report of the Presidential Appointee

i. Annual Reports

1. ORSP
2. OSCAR
3. IACUC
4. IRB

- Chandra Khan, AVP for Research Sponsored Programs, reported that the university received approximately $19 million in research awards during the past year. She described plans to rebuild research funding capacity through writing coaches and faculty fellows distributed across colleges. Linda Dobb and Sarah Nielsen remain writing coaches, Divya Sitaraman is the STEM-Net Fellow, and more are expected to be named.
- Recent successes included resubmitted grants, two NSF Career Awards totaling approximately $2 million, and two CSU GUIDE Awards.

c. Report of the Subcommittees

i. None

6. Business

a.

7. Discussion

a. RSCA Mini Grant

i. 25-26 CFP

ii. 25-26 Submission Template

iii. 25-26 Rubric

- The committee reviewed the 2025-26 CRSCA Mini Grant program and recommended continuing the program with its current structure, subject to updates to the Call for Proposals, submission template, and rubric. The working budget is $36,000, supporting approximately 18 awards of up to $2,000 each. The committee supported an early October deadline to give faculty more time to use awards during the academic year and discussed restoring the "pilot" designation. Motion to authorize Chair Gravier to make necessary revisions and submit from Smith, seconded by Kyonka. Motion passed.
- The revised CFP must be approved by ExCom and the Academic Senate before release. Michelle Gravier will update the CFP and submit it for approval; committee members will publicize the call in their colleges and departments once approved.

b. Center for Research, Equity, and Collaborative Engagement Charter Renewal – **not discussed due to time**

i. Charter Renewal Application
ii. Chair Letter
iii. Historical Docs
  1. Extension Memo
  2. Initial Application
  3. CRSCA Email Response
iv. C&I Policy and Procedures

8. Adjournment – adjourned at 2:32 PM