

G&R Team Meeting Minutes
December 2, 2008
2:30 pm
BHG 142

Present: Dr. Diane Schmidt (presiding), Dr. Thomas J. Roberts (non-voting), Ms. Catherine Gardiner, Dr. Melih Madonaglu, Dr. Hulya Yazici, Dr. Ai Ning Loh, Dr. Anne Nolan, Ms. Donna Stremke (recording)

Dr. Schmidt opened the meeting.

Approval of Previous Minutes. The minutes were approved with one change—the removal of the word “new” from the summary of the Team’s review of the CLI 2007-2008 Annual Report.

Dr. Schmidt decided to move the following agenda items to next week’s meeting: Faculty Senate Leadership Committee Feedback; the revised report for the Center for Public and Social Policy; the application for the Institute for Sustainable Enterprise leadership; the Grants and Research Team By-Laws; the Classified Research; Revisions to the Centers/Institutes Report formats and evaluation form; and the Undergraduate Research Assistantships.

Center/Institute Report Reviews.

- ***Center for Development of Green Technology.*** The revised application had been distributed so that Team members could review it prior to the meeting. Dr. Nolan moved to approve the application; Dr. Loh seconded the motion. The motion carried unanimously. Dr. Roberts is to provide the application to the Provost.
- ***Small Business Development Center.*** This is a subaward from the US Small Business Administration through the University of West Florida. Dr. Schmidt proposed that Dr. Roberts request a copy of UWF’s report from David Weeks as evidence that the FGCU SBDC report has been evaluated. Dr. Roberts agreed to do so. The FGCU SBDC will not need to complete FGCU’s report supplement in the future.
- ***FGCU Institute of Government.*** This is a grant-funded subaward from Florida State University. Again, Dr. Schmidt proposed that Dr. Roberts request of a copy of FSU’s report as evidence that the FGCU IOG report has been evaluated, and Dr. Roberts agreed to do this. The FGCU IOG will not need to complete FGCU’s report supplement in the future.
- ***Institute for Youth and Justice Studies.*** The Team found the 2007-2008 annual report supplement to be far superior to the 2006-2007 annual report supplement. The Team decided on several suggestions for further improvements to the annual report supplement:
 - The Team suggests that the IYJS consider revising their goals in the near future to eliminate current goals that are not appropriate goals for an Institute. Suggestions include:
 - Incorporate long term goals with other goals. All center goals should be viewed as long term.
 - Consider deleting fundraising as a goal. This is probably more appropriately listed with annual objectives

- Consider revising Goal 4 to state “Disseminate the results...” Then publishing and hosting conferences could be listed as objectives and activities associated with the goals.
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- In answer to Item #4, the Team suggests the evaluation process might be enhanced with some qualitative evaluation measures in addition to the stated quantitative evaluation measures.
- The Team suggests that Item #5 would be better answered if it were written as a description of the community agencies and the Institute’s benefits to the agencies. The current wording generally provides a description of Dr. Pavelka’s positions and activities.
- The Team found that the format of the report’s response to Items #6 and #7 did not provide a clear visualization of the Institute’s expenditures and recommends a budget table followed by a budget narrative. The Team’s memo to the Institute’s Director is to provide an example of an appropriate budget table.
- The Team suggests a more specific response to the request for a description of the *research* capabilities and opportunities in Item #11.
- The report’s response to Item #12 is lengthy and detailed; the Team suggests that this the response would better reflect the value of the Institute’s activities if they were aligned to the Institute’s objectives.
- In response to Item #13, the Team recommends a more detailed explanation of the contributions of the university personnel to the Institute.
- ***Institute for Sustainable Enterprise Leadership***. The Team found that this application has omitted some of the policy’s required elements for an application and that the Budget Plan needs a budget table in addition to the narrative. Dr. Schmidt provided a copy of the FGCU Policy for Centers and Institutes with highlighted sections to be discussed with the Center’s Director. Dr. Roberts is to invite Dr. Drew and Dr. Segal to next week’s meeting to discuss the application.

Next Meeting will be Tuesday, December 9, 2008, at 2:30 pm in BHG 142. Meetings during the spring semester of 2009 will be scheduled after January 5.

Meeting adjourned at 4:15 pm.