

Undergraduate Research curriculum Committee

Tuesday, November 18, 2025

Meeting Minutes

Attendees: E. Bennet, M. DeDonno; F. Bloetscher, J. Fewkes, L. Chiang-Hanisko, T. Hindle, D. Mitsova; L. Sloas, D. Meeroff.

Other attendees: D. Chamely-Wiik (DCW), J. Soberon and Melina Da Silva Matos Sharifan

I. Approval of 10/21/25 meeting minutes

Motion to approve: Fred, second by Evan, all in favor

II. Support for Faculty teaching RI Designated Courses

DCW: Liaisons emphasized that priority funding will go to faculty teaching RI-Designated courses, as this provides more opportunities for RI offerings.

- a. S. Rowell - PSY 3213 RI: Honors Research Methods in Psychology and the Behavioral Sciences -1 GRC for 19 students enrolled

Discussion highlights: Anticipated faculty applications for GRC/CEE support between 5 to 10. Importance of applying consistent criteria if the number of request increases.

RI Requirements for GRC:

- Course must have ≥ 15 students enrolled
- Faculty must clearly describe needs and the consultant's role.

Funding Clarifications for GRC/CEE support:

\$750.00 per course with minimum 15 students enrolled, when funds are available.

Funds may support:

- For GRC: Graduate or upper division undergraduate consultants
- For CEE: Research materials and supplies.

Research consultants serve only in a research-support capacity, they are not TA's and should not grade. They only assist students with conducting research.

Additional Note: S. Rowell is requesting an upper level undergraduate student, which supports both the mentor and the mentee experience.

Motion to approve: Fred, second by Ethlyn, all in favor

- b. M. Kim – EML 4521C RI: Engineering Design
CEE \$750.00 for 31 students enrolled (expected 35)
 - Committee requested more detailed budget information.
- c. Hong Yuan – MAR 4613 RI: Marketing research and Consumer analytics
CEE \$3,000.00 for Two sections: 1 with 32 student enrollment out of 35; 2 with 28 students enrolled out of 35, total 60 students enrolled in two sections
 - Approval was postponed until an itemized budget is provided

III. Information: Support for Faculty Teaching RI Designated Courses – GRC/CEE:

- a. Changes to CEE process in progress.
 - OURI will create a budget spread sheet template for CEE applications

The committee agreed to use the Spring meeting to review and possible update the application criteria to ensure that they are still appropriate.

OURI will provide the committee with all existing criteria and information before the review.

The goal is to create a clear standardized rubric align with the application and the website.

- b. FYI GRC/CEE Spring approvals will be sent via email during early December
 - Spring GRC/CEE applications deadline is December 1.
 - OURI will email the applications for your review.

IV. Announcements:

- a. Holiday Gathering??? (date, location, time)
 - Suggested Faculty Club, on Dec. 8 or 9.
 - DCW will send a doodle to get everybody's availability.
- b. Jackie has 6 students presenting an Anthropology conference in New Orleans

V. Motion to adjourn: Ethlyn, second by Fred, all in favor

Adjourn: 11:47 pm