

Work Plan FY2012
 Goal 2, Initiative 1B
 Center for Student Research and Creativity

Timeline	Accomplishment	Budget	Stage
10/3/11	Identify office space for administrative home for Center (likely shared space with Leadership Initiative)		
10/10/11	Initiate search for full time support staff person (likely shared with Leadership initiative)		
10/24/11	AA hired.	1	
10/31/11	Begin setting up CSRC administrative operation, acquiring supplies, etc.	2	
10/31/11	Initiate search to hire one student videographer & one Student writer/producer	3	
11/2/11	Schedule Director to visit other UG Research Centers At universities such as Bradley, Murray State	4	
11/7/11	Announce support for faculty travel for support of UG research and creativity; student travel for research and creativity and presentations; research and creativity expenses (not travel); one-time investment fund for ongoing research projects (priority given to those which create the most opportunities from first to fourth year); undergrad student wages to pay Ugs for work on research/creative projects, could even be for unpaid internships in the community if appropriate);	5	
11/14/11	Announce summer research/creative fellowship program (3500 for the summer) funds will support 6.	6	
12/1/11	Initiate work on archiving and promoting student research and creative projects	7	
1/10/12	Re-announce research showcase for spring, begin planning;	8	

Supplemental Request for Strategic Plan Funds
\$30,000 for Center for Student Research and Creativity (CSRC)

I request \$30,000 in supplemental funds to do the following for the CSRC:

1. Develop an assessment/monitoring system for undergraduate research and creativity at ISU. Once established, it could be maintained as part of the normal office budget (though with some increase based on the system). In essence, a census of activities needs to occur to establish a baseline of activity. This system would serve two purposes, an ongoing assessment of the CSRC operation as well as a way to measure undergraduate research and creative activity.

2. Large projects that can integrate students at every year of their education is a key to success of Strategic Goal 2.1. We have several possible projects already occurring on campus (in Chemistry, EES) and could develop one in the social sciences involving the Survey Research Lab. However, these projects require dedicated coordination, which currently, only the Chemistry project has because of grant monies from NSF. These funds would specifically fund the coordination of these projects. Only projects that can show at least 25 creative opportunities per year on an ongoing basis, would be considered.

3. The base budget has funds for faculty travel related to UG research and creativity, as well as for faculty development. This fund is different. This fund could be used more broadly, for support outside those two basic areas. The funds could be used as matching funds for an adjunct to free up time for a faculty working with a group of students on a play or special music performance. The original request as part of the initiative for the CSRC, included considerable support for faculty. The reduced initial budget necessitated reductions across most of the “support” areas. I cut from the faculty support and maintained the student support (in fact, increasing it, proportionally). These funds build back some of the faculty support for student research and creativity.

Timeline	Accomplishment	Budget	Stage
11/15/11	Funds released from President’s office		
11/22/11	Begin formal discussion with department chairs about developing large UG research/creative projects	1	
1/11/12	Initiate assessment and monitoring plan development	2	
1/15/12	The funds for faculty support would not be announced, rather Used to support faculty developing new projects, support and Seed monies. Ongoing..	3	

Benchmarks for FY2012

1. Director will visit three other university's undergraduate research office/programs.
2. Support travel for 7 students to make presentations; support five 5 faculty to make presentations
3. Support 7 students for travel related to research/creativity but not for presentations.
4. Support 25 students research (non travel expenses).
5. Develop three large ongoing projects to create research opportunities for undergraduate. Minimum 75 yearly research /creative opportunities.
6. Provide 900 hours of undergraduate research support to faculty lead projects. At least 80 different students.
7. Engage 5 faculty in professional development activities.
8. Fund six summer undergraduate research fellowships for independent work or work on faculty lead research.
9. 1 annual undergraduate research and creativity showcase (Spring).
10. increase digital content for promotional materials. All those receiving funds have to agree to participate in being filmed and as many as 3 other promotional activities.

Benchmarks for supplemental funds

11. Funding at two undergraduate coordinators for large ongoing projects. Minimum 25 ug opportunities per year, 50 new ug opportunities per year.
12. Assessment/monitoring plan created and date set for implementation.
13. Support for 10 projects, at least 10 students.

Draft Work plan--year one

strat plan budget

Stages

1	hire half-time secretary	15000
2	Establish administrative operation phones, stationery, business cards, etc. technology (two computers, one printer,	1500
3	hire student videographers (from supplemental student grants)	
	CUR membership (includes three individual memberships)	825
	CUR national Conference (director and one faculty to attend) 6/23-26-2012	1500
	CUR Dialogues (to meet with funding agencies, director and four faculty diff areas)	3000
	developing undergraduate research centers, director+ 1 faculty	2000
	CUR institute in social science and humanities	2000
4	Director travel 6 trips	2000
5	other faculty travel (presentations, etc)	2500
5	student travel	
	research related	3500
	presentation related	3500
5	Fund for research and creativity expenses (not travel)	2500

5	One time investment fund for ongoing research projects (e.g. Washbashiki, Presidential/public affairs programming, etc)	10000
5	undergrad student wages (for paid work on research)	9000
	pro development (both sending and bringing)	2500
6	summer fellowships	21000
7	Archiving and promoting student research projects	4000
8	research showcase(s)	5000
	total	100325

Supplemental request (50,000)

1	Undergraduate creativity coordinators for large projects that create at least 25 creative opportunities per year, faculty or grad student	30000
2	Development of assessment plan/monitoring system for undergraduate research and creativity. hire grad students (max3) and two course buyout for faculty member	15000
3	faculty support for undergrad research (not pro development; not travel;)	5000
	total	50000