**Social Science Research & Instructional Council (SSRIC)**

**Fall 2022 General Membership Meeting Agenda**

Friday October 21, 2022, 9:15am-12:00pm (Zoom)

**In attendance:**

|  |  |  |  |
| --- | --- | --- | --- |
| Campus | Reps | Campus | Reps |
| Bakersfield | Rhonda Dugan | **Northridge** | Regan Maas |
| Channel Islands | Billy WagnerHyeSun Lee | **Pomona** | -- |
| Chico | Lori Weber | **Sacramento** | Trish Morris |
| Dominguez Hills | Kelin Li | **San Bernadino** | Miranda McIntyre |
| East Bay | Jean LinWallis Adams | **San Diego** | Audrey Beck |
| Fresno | Tim Kubal | **San Francisco** | Marcela García-Castañon (President)Rebecca Eissler |
| Fullerton | Chris Gibson | **San Jose** | Melissa Beresford |
| Humboldt |  | **San Luis Obispo** | Shelley HurtMichael LatnerChris Den Hartog (on sabbatical leave) |
| Long Beach | Stafford CoxAdam Kahn | **San Marcos** |  |
| Los Angeles | Gilbert GarciaTanya Sanabria | **Sonoma** | Soo Yeon Yoon |
| Monterey Bay | Tolga Tezcan | **Stanislaus** |  |
| Guests |  |

**Agenda**

**1. Approval of the Agenda**

Stafford Cox moves, Shelly Hurt seconds

**2. Approval of Minutes, Spring 2022, May 6th, 2022**

Billy Wagner moves, second by Rebecca Eissler

**3. Report from the Chair**

General announcements:

Budget-one small revision (all the budget is in the google drive) with the exception of the 2023 approved budget and Spring 2022 meeting.

Notes for new rep in google drive folder; Another folder includes calls for proposals

Review of meetings dates:

Winter Meeting-January (Exec 1/20; general-1/27; 9:30-12pm)

Spring Meeting (in-person Channel Islands)-May 5th for general (Exec April 21st 9:30-12)

Proposed invitations/recognitions (no additional names were added during meeting):

-Andrew Roderick or team member in charge of group. Invitation for exposure/familiarity. Some recognition of support.

-Pamela-Definite recognition (for Winter with flowers or candy mailed).

-Leslie Kennedy and/or Ganesh from the main Chancellors Office Invitation for exposure/familiarity. Some recognition of support.

-Jerry Hanley-used to be in Ganesh’s role. Recognition of support.

-Leslie Pontiano-research office, works for Ganesh. Recognition of support since SJSU

Future conference locations:

2022-Monterey Bay(50th for council)

2023-Channel islands

2024-Sacramento State

2025-Dominguez hills (50th S4)

2026-East Bay

2027-Los Angeles

2028-San Francisco

2029 Bakersfield (SLO backup)

Executive Committee:

Currently Marcela, Billy, Stafford, Lori, Chris, HyeSun (S4), Audrey (chair-elect)

Reviews Exec committee and solicits any interest for the following year.

**4. Executive Director Report**

-Billy notes that everyone has resubscribed, and it all happened fairly quickly. There were a couple of minor issues and one instance where a subscription was in peril, emphasizing the importance of campus representatives and sharing the importance of the resource around campus.

-There was a small increase in cost of subscription, but perception is that it is still a good value. This suggests that we should increase when needed, but try to maintain the cost.

-Billy is putting together a task force to bring Cal Poly Pomona back to SSRIC, possibly assist in helping them get money.

-Budget was approved, it took awhile because of the rollover; this was the second time we rolled over. Originally, we planned to roll over to Long Beach, but they wanted a current employee to manage money (chair or executive director). The Chancellor’s Office offered to roll over, but it became difficult to do so. Although we were ultimately able to do so, this becomes riskier every year, so we need to develop an alternative strategy. One possibility is going to Billy’s campus (Channel Island) since campuses seem to want the money to go to an employee, but we also can move around money for the conference which also gives us a cushion.

-Stafford mentioned that historically SSRIC used to spend down everything and the Chancellor would give extra, but now no additional money comes from the Chancellor’s Office. Billy noted that other affinity groups do get money from the CO. We discussed whether such a request was possible to support grant writing. if we are supposed to get grants, then the CO should potentially contribute to give us time to write grants. Going to discuss with Exec Committee.

-Billy also noted efforts to connect faculty for research collaborations, he will send out these notices.

-One travel issue was noted. If campuses don’t process May travel soon enough, it might come out of the next fiscal budget. Discussion of whether and how we could push back if this happens. June 30th is usually the deadline, with submissions up to about a week before. Because we do have a little rollover, do not anticipate any problems this year, but we still need to be cautious, and slowly spend down money. This strategy should protect us long term.

**5. 2023 S4 CSU-Channel Islands, hosted by Billy and HyeSun**

-HyeSun Lee will reserve some conference rooms and some outside space, but cannot make classroom reservations until three weeks after the start of the semester.

-She also requested some space for a Saturday workshop in case we decide we need it. We discussed whether Friday afternoon better rather than Saturday morning for budgeting and/or attendance level of members. Billy noted that budget allows for two nights, but attendance might be better if it was scheduled on Friday. We also discussed whether the workshop could be teaching/IM demo or the data science and whether we should have one or two workshops.

-Marcela asked for updates on deadlines/plans for the call for proposals, perhaps start it in late November/early December? HyeSun open to any deadlines and will work with Tolga to model new documents after last year’s materials.

-Request from the awards committee to add some language for compliance checks on the portal; Gilbert and Rhonda will work to draft a description, rubric, and set of question. They will send questions to HyeSun to incorporate into google form/Qualtrics.

-Rebecca asked whether we come up with a final official name for the qualitative award to share in the newsletter as others are named after people who served in the past. Gilbert will suggest some possible names or we will hold off to a future date when one presents itself organically.

6. Campus Representative Membership/Recruitment

-Miranda McIntyre reported that we are missing a permanent rep for San Marcos, but we have a temporary rep until we can find someone more permanently. We have also added some additional reps at Fullerton, and are working on getting additional representatives at each campus.

-We also need to reconcile the member list as not everyone received the Zoom invitation. Reps need to go in and update list to eliminate bounce backs (including removing retired faculty). It would be great to update for the winter/S4 purposes.

-Marcela mentions the task force to recruit Pomona back to SSRIC, which includes Chris, Eric, and Billy so far. Asks if anyone else wants to join to find a rep and try to contact them to restart the subscription again.

7. Committee Reports

**CalSpeaks**

-(Trish/Michael): Shared a tentative schedule for CALSpeaks (shared in chat, listed below), and flyer (shared in chat) for approval.

End of October – SSRIC will push the fellowship announcement/flyer outNov/Dec – Michael and Trish will work on some additional recruitment activities across campuses (listserv emails, etc.)Jan 13th – Application deadlineMid Feb – Michael notifies awardees. He will also meet with them to get their questions.End of Feb – Julia and Michael meet to review the questions. Michael will then send out feedback to the fellows and connect the fellows and ISR.Mar – May – ISR works with the fellows to finalize questions, and then program and test the online survey.End of May – Last looks at the programmed survey.June – Field surveyMid-late July – fellows receive the weighted data.

-Michael motions to approve flyer, seconded by Rebecca.

Discussion on CAL Speaks:

-Last year they had to extend deadline to expand pool of applications, but had fantastic questions related to policing, etc.

-Suggestion to add a template/structure and a more detailed description on the website.

-Melissa Beresford has a CS award and suggested some language on how to cite the data and asked about open data/data accessibility. Michael mentioned that the repository and press releases were a bit outdated. Suggests that recent published articles should be there as well as data by year. Michael to ask if CS would object to SSRIC hosting the newest datasets. We should also add the awardees to our website as well.

**Instructional Materials**

-Will update the exact dates/RFP to send to Rebecca for the newsletter and website. Call for a new co-chair to replace Audrey who is serving as Chair-Elect. Summarized updates to website and asked whether we want topical keywords. Consensus was keywords and ordering by dates would be useful.

**SSRIC Website Update**

-Regan is working on securing a new student assistant and is archiving materials. Request for imagery and make it a bit more interesting for S4 and other websites. Will work with Rebecca as well to ensure that the dates match.

**Database Usage Task Force**

-Marcela has the database usage reports updated through last year and will request a new update soon.

**Communication Committee**

-(Rebecca/Jean): Rebecca is collecting bits and pieces to make sure that all the calls are included. Once the S4 flyer is ready, Jean is going to send out via twitter.

**Bylaws and Policies**

No bylaws report as no planned changes (Stafford).

**S4 Awards Committee**

-S4 award committee already updated.

-Workshops: potentially start with the IM materials and see what happens. Asked if anyone would be interested in a traveling group of workshops.

**ICPSR Committee**

-Chris is on leave and would like a new chair for this year. Marcela emphasized how important this committee is in soliciting a new chair. Stafford discussed the process of reviewing. Billy also notes that this could be helpful for an RTP letter as well. No one has currently volunteered yet.

-Going to restrict to short courses (due to cost) and much of the work happens in spring.

8. Other Items

-Marcela gave updates on Francis’s health.

-Going to pause on data science efforts (Lori), but perhaps we can do a workshop at S4.

-Billy solicits an SSRIC logo call

-Billy motioned to adjourn and Rhonda seconded.