

**Western Connecticut State University  
Research & Development Committee  
Annual Report to the University Senate 2009- 2010**

Prepared by: George F. Kain, Chairman  
Date of Submission: May 1, 2010

**I. Committee Members/Representing:**

Robert Venezeiano (PS)  
Elizabeth Popiel (VPA)  
Carina Bandhauer (A&S)  
Maribeth Griffin (Housing- selected by the committee)  
Xiaomei Gong (L/C/C)  
Ruth Gyure, appointed by the Provost  
Thomas Philbrick appointed by the Provost  
George Kain (A), Chairman

Support services provided by Theresa Buzaid and Michelle Ramey, Administrative Assistants/Office of the Provost.

**II. Meetings/Business:**

The Committee met 5 times this academic year— October 5, November 11, December 14, February 1, and May 4 for the following purposes:

- To elect a chair for the 2010-11 academic year.
- To examine the bylaws and to respond to needed application form charges.
- To develop and utilized a more objective scoring rubric for evaluating and scoring reassigned time for research applications.
- On December 14, 2009 and February 1, 2010, the committee received and reviewed 20 proposals in which 140 credits of reassigned time were requested for the 2010-2011 academic year. 5 proposals were deemed ineligible due to applicants not meeting reporting submission guidelines (either no report was filed for previous reassigned time, or reports were filed late). 5 proposals were declined on merit, and 10 proposals were recommended to the Provost, for a total of 64.5 credits awarded, the same amount of time as allocated last year.

The committee will be making changes to the application form as well as other substantive changes this coming year, some of which will require University Senate approval. Two new faculty members will be joining the 2010-2011 committee next year.

Respectfully submitted,

George F. Kain  
Chair