



California State University
SAN MARCOS

Committee for Undergraduate Research (CUGR) **MINUTES**

May 18, 2023 — 12:00–1:00 PM

Location: KEL 3010 and <https://csusm.zoom.us/j/89424752487>

Attendees:

In Person: Kimberly Vanderbilt (Chair), Charles De Leone, Dennis Kolosov, Elinne Becket, Jane Kim, Robert Iafe, Sheila Van Metre

Remote: Deanna Schmidt, Deborah Fairheller, Lucy HG Solomon, Matt Schubert, Nahid Majd, Teru Toyokawa

1. Welcome!
2. Approval of the Minutes
 - a. Vanderbilt asked if everyone had a chance to review the April 20, 2023 CUGR minutes. *A motion was made and seconded (Becket / Kolosov) to approve the April 20, 2023 Minutes as distributed. Motion carried.*
3. Approval of the Agenda
 - a. *Agenda reviewed by committee and approved as distributed.*
4. Announcements
 - a. Matt Escobar - Documents from the April 20th presentation are posted in the *Resources* section on the CUGR Community page.
 - b. In the News - [CSU Research winners](#)
5. New CUGR Chair Selection
 - a. The committee welcomed Dr. Jane Kim, the new Undergraduate Research Faculty Fellow and CUGR Chair. Kim has been working with Vanderbilt to ensure a smooth transition.
 - b. The committee also recognized Dr. Kimberly Vanderbilt for her service in this role over the last two years. Additional thanks were extended to Dr. Dennis Kolosov during his time as interim CUGR Chair during Vanderbilt's maternity leave.
6. LAEP (Learning Alignment Employment Program)
 - a. De Leone reminded the committee that LAEP is a state-funded Learning Alignment Employment Program that offers eligible students the opportunity to earn money to help pay their educational costs while gaining career-related experience in their field of study. This opportunity will be across campus and no discipline excluded. The program is being piloted this semester by students identified by Financial Aid in the McNair program. This is allowing HR to work through any hiccups with a small case model. The Career Center is preparing systems to notify only students eligible for LAEP job postings. Van Metre provided follow-up answers to questions from the April CUGR meeting.
7. Fall Event/Award Planning

CUGR 2022–2023 Meeting Schedule:

Time: 12:00pm–1:00pm	2022: 9/22, 10/20, 11/17, 12/15
Location: Virtual Zoom Link	2023: 1/26, 2/16, 3/23, 4/20, 5/18

- a. November 7, 28, and the first week of December were discussed as options for the [Student Poster Showcase](#). Van Metre reported the USU was not available in December. Based on historical information, faculty input, and committee review, members approved moving forward with the November 28th date. Committee members also approved moving the deadline for student submission from a Friday to a Monday (November 13th) with a 5:00 pm deadline.
 - b. Committee members approved the following schedule for the [Kerri Mowen](#) award:
 - October 27 Nominations Due
 - November 3 Submissions Due
 - November 4-13 Review (2-weeks needed to order awards)
 - November 28 Award
- 8. CUGR participation in NFI**
- a. Vanderbilt reported the New Faculty Institute (NFI) has reached out to CUGR to share information about the committee during orientation. Fearheller, Becket, and Kolosov offered support if needed.
 - b. Committee members discussed additional ways to outreach to new faculty:
 - Collect name and email address of those interested in UGR and follow up with a personal invitation to a meeting or gathering.
 - Connecting new faculty with CUGR members based on discipline.
- 9. 24/7 Research Spaces**
- a. Kolosov reported a slight delay in submissions and encouraged departments that would like to participate and have not done so already, to reach out to him. Schmidt expressed interest in including Kinesiology.
- 10. In the interest of time, the following agenda items were tabled.**
- a. New Student Award
 - b. Tracking Undergraduate Research
- 11. Adjournment**
- a. Chair Vanderbilt thanked everyone for being active members of CUGR and for sharing their time and efforts to support undergraduate research and creative activities at CSUSM. *The meeting adjourned by acclamation at 12:54 pm.*

Next Meeting:

The next CUGR meeting is scheduled for September 23, 2023, from 12:00 – 1:00 pm.

CUGR 2022–2023 Meeting Schedule:

Time: 12:00pm–1:00pm	2022: 9/22, 10/20, 11/17, 12/15
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