Research, Scholarship and Creative Activities Committee

Chair: Rodrigo Manjarin, Animal Science (CAFES)

Fall 2025 Report

https://academicsenate.calpoly.edu/content/acadsen_comm/research

FALL 2025 MEETING DATES:

COMMITTEE MEMBERS:

Representation	Name
ASI – Student Representative	Olivia Short
BCSM	Sean Lema
CAED	Diana Cristobal Olave
CAFES	**Rodrigo Manjarin (Chair)**
CENG	Punweet Agarwal
CLA	Hocheol Yang
OCOB	Lisa Anderson
Office of Research	Dean Wendt
Solano Campus	Tom Oppenheim
Academic Personnel	*TBD*
PCS	*Vacant*

AY 2025-2026 Charges:

Charge	Status (e.g., completed, ongoing, postponed, etc.)	Notes
Under the auspices of fostering a campus environment where faculty can effectively pursue research and professional development, develop a framework for the implementation of the Teacher-Scholar Model, as defined in AS-725-11, in a semester system in collaboration with the Provost, the Q2S steering committee, and other stakeholders. **Ongoing through conversion**	Ongoing through conversation	See below
Review and modify committee procedures and bylaws to accommodate representation from Cal Poly, Solano campus and	Ongoing through conversation	See below

Charge	Status (e.g., completed, ongoing, postponed, etc.)	Notes
conversion to semesters (if necessary). **AY 2025-2026**		
Review the impact of the Year-Round Operations (YRO) calendar and administrative structure and Solano campus calendar considerations on RSCA bylaws, policy, and procedures and draft revisions as needed. **Ongoing through implementation**	Ongoing through conversation	See below

GENERAL COMMENTS:

Meeting Summary for Rodrigo Manjarin's Personal Meeting Room

Oct 06, 2025 09:27 AM Pacific Time (US and Canada) ID: 429 904 4797

Meeting between Jerusha and Rodrigo to discuss the following charges for the Research, Scholarship, and Creative Activities Committee for AY 2025-2026:

1. Under the auspices of fostering a campus environment where faculty can effectively pursue research and professional development, develop a framework for the implementation of the Teacher-Scholar model, as defined in AS-725-11, in a semester system in collaboration with the Provost, the Q2S steering committee, and other stakeholders. Ongoing through conversion.
2. Review and modify committee procedures and bylaws to accommodate representation from Cal Poly, Solano Campus, and conversion to semesters (if necessary). 2025-26. Ongoing.
3. Review the impact of the Year-Round Operations calendar and administrative structure and Solano campus calendar considerations on RSCA bylaws, policy, and procedures and draft revisions as needed. Ongoing through implementation.

In addition, it was discussed the possibility of the RSCA committee to help review RSCA grants and Teacher-Scholar mini-grants this academic year due to the large number of proposals between both programs.

Meeting Summary for Rodrigo Manjarin's Personal Meeting Room

Nov 10, 2025 10:19 AM Pacific Time (US and Canada) ID: 429 904 4797

Quick recap

The meeting was held between Philip Costanzo, Dean Went and Rodrigo Manjarin, and focused on coordinating the RSCA and Teacher Scholar Mini Grant review processes, which involves pre-meeting calibration sessions and final reviews scheduled across January to March. Philip discussed the integration of RSCA committee in the grant review process, which includes three meetings with both virtual and in-person components. The participants agreed to add RSCA committee to the existing committee and confirmed that Lindsey would handle the scheduling details, with Philip to send a finalizing email to all relevant parties.

Next steps

- Philip: Send email to Lindsey (CC Rodrigo and Dean) with details of the committee members to be added to the scheduled meetings.
- Lindsey: Add Rodrigo's committee members to the scheduled RSCA and Teacher Scholar Mini Grant review meetings and pre-meeting.
- Philip: Ensure Rodrigo's committee is blended into the existing schedule and inform them of the meeting details (including dates and format).

Summary

RSCA and Mini Grant Review Coordination

Philip explained the process for coordinating RSCA and Teacher Scholar Mini Grant reviews, involving pre-meeting calibration sessions in January and final reviews in February-March. He mentioned working with Lindsey for RSCA and Alexis for Teacher Scholar Mini Grant and noted that committee members would need to be added to existing appointments for the review process.

RSCA Grant Review Integration

The meeting focused on integrating RSCA committee into the RSCA grant review process, which involves three meetings: an initial kickoff (likely virtual), followed by two in-person meetings with provided lunch. Philip explained that Lindsey has already scheduled these meetings and will email Rodrigo with details. They agreed to add Rodrigo to the existing committee, with Philip to send an email to Lindsey, Rodrigo, and Dean to finalize the arrangement.

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Meeting Summary for Rodrigo Manjarin's Personal Meeting Room

Nov 14, 2025 04:06 PM Pacific Time (US and Canada) ID: 429 904 4797

Key takeaways

- The RSCA Committee has three main tasks for the year: implementing the teacher-scholar model within the semester system, incorporating the Solano campus into bylaws, and reviewing/modifying committee procedures.
- The committee will assist with reviewing two grant programs: RSCA grants and Teacher-Scholar mini-grants.
- There are questions about whether committee members can apply for grants they are reviewing and how to handle Solano campus integration.
- The committee will update its bylaws to reflect new responsibilities and campus integration.

Discussed topics

Committee introductions

All committee members introduced themselves at the beginning of the meeting.

- **Details**
  - **Rodrigo Manjarin**: Associate professor in animal science, chair of the committee for the past 3 years
  - **Lisa Anderson**: Assistant professor of accounting in her fifth year, new to the committee
  - **Sean Lema**: Professor in biological sciences, second year on the committee
  - **Tomas Oppenheim**: Associate Professor of Mechanical Engineering at Solano campus, first year on RSCA committee
  - **Dean Wendt**: Dean of Bailey College of Science and Mathematics, interim AVP for research
  - **Puneet Agarwal**: Assistant professor in Industrial and Manufacturing Engineering, first year at Cal Poly and new to committee
  - **Hocheol (HY) Yang**: Fourth year on RSCA Committee, assistant professor at Graphic Communication Department
  - **Olivia Short**: Student representative, Environmental Management and Protection major, ASI Secretary of Health and Wellbeing

Committee tasks for the year

Rodrigo outlined the three main tasks assigned to the committee by the Senate.

- **Details**
  - **Rodrigo**: Explained the three tasks: implementing teacher-scholar model in semester system, incorporating Solano campus into bylaws, and reviewing committee procedures
  - **Dean**: Suggested these tasks would be sufficient work for the committee
- **Conclusion**
  - The committee will focus on these three tasks for the academic year

Grant review responsibilities

Discussion about the committee's new responsibility to review grant applications.

- **Details**
  - **Rodrigo**: Explained that the committee will help review RSCA grants and Teacher-Scholar mini-grants
  - **Hocheol**: Expressed surprise about this new responsibility as the committee had not reviewed grants before
  - **Rodrigo**: Explained this was decided with Jerusha to help distribute workload across committees
  - **Lisa**: Asked for clarification about who previously reviewed these grants
  - **Dean**: Clarified it was the Grants Review Committee of the Academic Senate
- **Conclusion**
  - The committee will assist with grant reviews this year
  - This arrangement will be discussed further with Jerusha

Conflict of interest concerns

Discussion about whether committee members can apply for grants they are reviewing.

- **Details**
  - **Puneet**: Asked if committee members can apply for grants they're reviewing
  - **Rodrigo**: Initially stated members couldn't apply for grants they're reviewing
  - **Hocheol**: Expressed concern about this limitation
  - **Sean**: Suggested a system where members recuse themselves from reviewing their own applications
  - **Dean**: Recommended discussing this with Jerusha to find a workable solution
- **Conclusion**
  - Rodrigo will discuss with Jerusha about how to handle potential conflicts of interest
  - The committee will explore options that allow members to apply while maintaining review integrity

Solano campus integration

Discussion about how to incorporate Solano campus into the committee's work.

- **Details**
  - **Tomas**: Explained that Solano committees were abolished and integrated with Cal Poly committees
  - **Dean**: Raised questions about whether grant allocations are still separate for this year
  - **Tomas**: Confirmed that Solano's Senate was abolished and they are now part of Cal Poly's Senate
- **Conclusion**
  - Dean will email Dinesh and Graham to clarify grant allocation processes for Solano campus
  - The committee needs to address Solano representation in the bylaws

Meeting format and document sharing

Discussion about future meetings and document sharing.

- **Details**
  - **Rodrigo**: Suggested continuing with Zoom meetings if they remain productive
  - **Sean**: Recommended sharing bylaws in a collaborative document before the next meeting

- o **Dean**: Suggested using OneDrive instead of Google Docs for university compliance
- o **Hocheol**: Requested adding document links to calendar invites
- **Conclusion**
  - o Future meetings will be held on Zoom
  - o Rodrigo will create a shared OneDrive document for bylaws revision

Challenges
- Determining how committee members can participate in grant reviews while maintaining ability to apply for grants
- Clarifying the grant allocation process for Solano campus during this transition year
- Developing bylaws that appropriately incorporate Solano campus representation
- Finding a sustainable solution for grant review workload distribution across committees

Action items
- **Rodrigo**
  - o Email Jerusha about committee members applying for grants they're reviewing
  - o Create an OneDrive document for bylaws revision and share with committee
  - o Meet with Jerusha to discuss grant review processes
- **Dean**
  - o Email Dinesh and Graham to clarify grant allocation processes for Solano campus
- **Tomas**
  - o Follow up with Graham and Dinesh about Solano campus grant processes
- **All committee members**
  - o Review and contribute to bylaws revision document when shared
  - o Consider how to implement teacher-scholar model in semester system