

**College of Charleston**  
**School of Education, Health, and Human Performance**  
**EHHP Research and Development Support Committee**  
**(EHHP R&D Support)**

**2015-2016 Annual Report**

**Committee:** Courtney Howard-*Chair* (CPIE), Quinn Burke (TEDU), Andrew Lewis (OPDE), Michelle McCleod (HEHP), Justin Pohl (Dean's Office), Marcus White (Dean's Office)

**Purpose:** To manage the EHHP R&D Support application and award process, including developing the forms, procedures, and guidelines that support application submission, review, and approval; awards disbursement; and follow up, if any. The committee was established in October 2014 and all members were identified by December 2014. The original committee also served in 2015-2016.

**Summary of Activities**

*Online application and review form*

The online application and review form were developed using the Center for Partnerships to Improve Education's (CPIE) existing subscription to Adobe FormsCentral during the 2014-2015 academic year. When the service was retired by its parent company in June 2015, CPIE purchased an annual subscription and migrated all EHHP R&D Support forms to FormStack.

*Applications and Awards*

In September 2015, faculty, staff, and students were notified that two types of applications for EHHP R&D Support were being accepted—"summer" applications for activities that took place July 1-August 31, 2015 and "traditional" applications for 2015-2016 activities that had not yet occurred. The summer application remained open until September 30, 2015, while traditional applications were accepted until May 15, 2016. From September 1, 2015 through May 15, 2016, the Committee received twenty-three (23) applications totaling \$22,146.97. Two of the applications were deemed ineligible because they were not from faculty, staff, or students in the School of Education, Health, and Human Performance. The Committee approved twenty-one (21) awards, totaling \$15,351.96. Detailed information about the applications is attached and a summary by department/office is below. It is important to note that \$2,015 included in this total were approved during the previous academic/fiscal year, but were applied to the current academic/fiscal year budget due to the date when the two involved activities were completed. Also, an unexpected cost of \$199.44 is reflected in these numbers because fringe benefit costs for a faculty stipend were not included in the original grant request.

**Health and Human Performance** (\$6,335 awarded):

- 11 applications were received
  - 4 faculty applications totaling \$3,614
  - 7 student applications totaling \$6,161
- 11 applications (100%) were funded
  - 4 faculty applications totaling \$1,733 (48%)
  - 7 student applications totaling \$4,602 (75%)
- Support was used to:
  - Conduct a study abroad site visit (2 faculty members)
  - Present scholarly work (2 faculty, 3 students)

- Conduct research (1 student)
- Other—attend academic conference (2 applications supported 17 students)
- Other—participate in quiz bowl competition (1 application supported 3 students)

**Teacher Education** (\$6,101.96 awarded):

- 9 applications were received totaling \$8,670.71. All were from faculty.
- 9 (100%) applications were funded totaling \$6101.96 (70%)
- 1 award was unused, returning \$162.50 to the pool of funds
- Support was used to:
  - Conduct research (3 faculty)
  - Write a grant totaling \$100,000 or more (1 faculty)
  - Present scholarly work (5 faculty)

**Office of Student Support and Credentialing** (\$2,915 awarded):

- 1 application totaling \$3,125 was received from a staff member
- 1 (100%) application was funded totaling \$2,915 (93%)
- Support was used to receive specialized training (for a team of 5)

**Actions and Future Plans**

In addition to their work in reviewing applications, the Committee met three times (August 2015, January 2016, and April 2016) during the academic year and maintained frequent email communication. Key decisions made during these meetings and their rationales were:

- Effective 2015-2016, visiting faculty members in EHHP are eligible to apply. This is due to the desire of the committee (and with the approval of the Dean) to support faculty with a long-term commitment to the School.
- Effective 2015-2016, the definition of a student is clarified. This is in response to eligibility questions arising from a student's application for funding.
  - Graduate student is enrolled full-time in a CofC program or recognized joint program and registered for 9 or more hours per semester. Also, the supervising faculty member must be housed in EHHP.
  - Undergraduate student is enrolled full time at CofC or a member of a recognized student organization requesting support.
- Effective 2016-2017, faculty requesting stipends to support summer grant writing activities must also budget for fringe benefits associated with their stipend. This is a direct response to unexpected fringe benefits costs that had to be absorbed by the 2015-2016 EHHP R&D Support budget although the grant award was made in 2014-2015.
- Effective 2016-2017, individual faculty members are eligible for only one award per academic year. This is due the committee's desire to ensure funds are available for wider distribution.
- Effective 2016-2017, support for student travel must be requested at least one month prior to travel dates. This is in response to recent challenges in completing the appropriate approval and payment processes within a quick turnaround time.
- Applications for 2016-2017 (activities occurring July 1, 2016 through June 30, 2017) will be available June 1, 2016. The first review date will be July 1, 2016.
- All committee members agreed to serve during the 2016-2017 academic year

| EHHP Research and Development Support                                    |                                |                                  |             |                                 |                     |             |                     |                     |                  |   |
|--|--------------------------------|----------------------------------|-------------|---------------------------------|---------------------|-------------|---------------------|---------------------|------------------|---|
| 2015-2016  |                                |                                  |             |                                 |                     |             |                     |                     |                  |   |
| <i>last updated April 26, 2016</i>                                       |                                |                                  |             |                                 |                     |             |                     |                     |                  |   |
| Date   | Applicant                      | Department                       | Position    | Purpose of funds                | Requested           | %Tot Budget | Approved            | Expended            | Returned         | Comment   |
| 8/29/2015  | Rodriguez, Sophia              | TEDU                             | Faculty     | Conduct research                | \$ 650.00           | 100%        | \$ 162.50           | \$ -                | \$ 162.50        | Hire a transcriber/data analyst. Awarded funds not sufficient for the proposed work.                                |
| 9/3/2015   | Schwalbe, Kathy                | OSSC                             | Staff       | Receive specialized training    | \$ 3,125.00         | 50%         | \$ 2,915.00         | \$ 2,915.00         | \$ -             | Team of five to attend the Academy of Co-Teaching and Collaboration in CA (Nov12-13)                                |
| 9/16/2015  | Swanson, Julie                 | TEDU                             | Faculty     | Present scholarly work          | \$ 659.46           | 19%         | \$ 659.46           | \$ 659.46           | \$ -             | World Council for Gifted and Talented Children conference in Denmark (Aug10-14)                                     |
| 9/17/2015  | DeMaria, Andrea                | HEHP                             | Faculty     | Present scholarly work          | \$ 570.00           | 25%         | \$ 570.00           | \$ 570.00           | \$ -             | APHA conference in Chicago (Oct 31-Nov4)  |
| 10/1/2015  | Gabel, Colby                   | HEHP                             | Student - U | Present scholarly work          | \$ 241.00           | 33%         | \$ 241.00           | \$ 241.00           | \$ -             | APHA conference in Chicago; with Andrea DeMaria (Oct 31-Nov4)   |
| 10/1/2015  | Foister, Jaci                  | HEHP                             | Student - U | Other -Attend academic conferer | \$ 885.00           | 50%         | \$ 885.00           | \$ 885.00           | \$ -             | 10 students to attend SHAPE America conference (Feb10-13)   |
| 10/30/2015   | Demarest, Chelsea              | HEHP                             | Faculty     | Other - study abroad site visit | \$ 1,295.50         | 25%         | \$ 525.00           | \$ 525.00           | \$ -             | Application includes total cost for two faculty. Award was split between the two.                                   |
| 10/31/2015   | DeMaria, Andrea                | HEHP                             | Faculty     | Other - study abroad site visit | \$ 1,295.00         | 25%         | \$ 525.00           | \$ 525.00           | \$ -             | Application includes total cost for two faculty. Award was split between the two.                                   |
| 12/15/2015   | Finnan, Christine              | TEDU                             | Faculty     | Present scholarly work          | \$ 200.00           | 25%         | \$ 200.00           | \$ 200.00           | \$ -             | Research summit on yoga in school settings (Boston)   |
| 12/31/2015   | Sardelli, Anthony              | Citadel                          | Student - G | Conduct research                | \$ 350.00           | 50%         | \$ -                | \$ -                | \$ -             | INELIGIBLE - not an EHHP student; application not reviewed  |
| 1/14/2016  | Dustin, Clay                   | MATH                             | Student - U | Community engagement            | \$ 225.00           |             | \$ -                | \$ -                | \$ -             | INELIGIBLE - not an EHHP student and not an eligible activity; application not reviewed; referred to CPIE Student G |
| 1/14/2016  | Hunter-Doniger, Tracey         | TEDU                             | Faculty     | Conduct research                | \$ 4,000.00         | 20%         | \$ 2,500.00         | \$ 2,500.00         | \$ -             | Spring Break research experience at Dixie Plantation  |
| 1/21/2016  | Flint, Lauren & Keeter, Carson | HEHP                             | Student-U   | Other -Attend academic conferer | \$ 1,000.00         | 48%         | \$ 805.00           | \$ 805.00           | \$ -             | More information requested; approved upon resubmission. 7 students to attend American College of Sports Medi        |
| 1/25/2016  | Smith, Ellie                   | HEHP                             | Student-U   | Present scholarly work          | \$ 580.00           | 50%         | \$ 400.00           | \$ 400.00           | \$ -             | Society of Public Health Educators conference in Charlotte; with Andrea DeMaria (Mar30-Apr1)                        |
| 2/3/2016   | Cox, Lindsay                   | HEHP                             | Student-U   | Present scholarly work          | \$ 250.00           | 50%         | \$ 250.00           | \$ 250.00           | \$ -             | Southeast ACSM Conference in Greenville, SC on February 18th - 20th   |
| 2/4/2016   | Sieverdes, John                | HEHP                             | Faculty     | Present scholarly work          | \$ 454.00           | 25%         | \$ 113.00           | \$ 113.00           | \$ -             | South Eastern American College of Sports Medicine conference in Greenville, SC on February 18-19, 2016              |
| 2/4/2016   | Rodriguez, Sophia              | TEDU                             | Faculty     | Conduct research                | \$ 1,250.00         | 25%         | \$ 690.00           | \$ 690.00           | \$ -             | Examine the experiences of recently arrived undocumented immigrant youth  |
| 3/15/2016  | O'Byrne, W. Ian                | TEDU                             | Faculty     | Present scholarly work          | \$ 531.25           | 25%         | \$ 510.00           | \$ 510.00           | \$ -             | International Society for Technology in Education 2016 in Denver, CO  |
| 3/28/2016  | Rodriguez, Sophia              | TEDU                             | Faculty     | Present scholarly work          | \$ 250.00           | 25%         | \$ 250.00           | \$ 250.00           | \$ -             | Welcoming Initiatives invited presentation in Atlanta   |
| 4/1/2016   | Holmes, Mazzocco, Morris       | HEHP                             | Student - U | Other - student quiz bowl       | \$ 805.76           | 50%         | \$ 806.00           | \$ 806.00           | \$ -             | 3 students to participate in Mid-Atlantic Athletic Trainers' Association student quiz bowl                          |
| 4/1/2016   | Vaughns, Ashley                | TEDU                             | Faculty     | Present scholarly work          | \$ 330.00           | 25%         | \$ 330.00           | \$ 330.00           | \$ -             | Teacher Education Association's conference - June 6, 2016   |
| last year  | Helbe, Heather                 | HEHP                             | Student - U | Conduct research                | \$ 2,400.00         | 45%         | \$ 1,215.00         | \$ 1,215.05         |                  | Funds were awarded last academic year but some were disbursed in the current fiscal year                            |
| last year  | Rodriguez, Sophia              | TEDU                             | Faculty     | Grant Writing                   | \$ 800.00           | 100%        | \$ 800.00           | \$ 999.44           | \$ -             | Grant Writing; funds were awarded last academic year but disbursed in the current fiscal year; overage due to ben   |
|  |                                |                                  |             |                                 | <b>\$ 22,146.97</b> |             | <b>\$ 15,351.96</b> | <b>\$ 15,388.95</b> | <b>\$ 162.50</b> |   |
| <b>Summary of Eligible Applications (2 applications were ineligible)</b> |                                |                                  |             |                                 |                     |             |                     |                     |                  |   |
| 2 faculty received multiple awards                                       |                                |                                  |             |                                 |                     |             |                     |                     |                  |   |
| HEHP - 11  | faculty - 13                   | Conduct research - 4             |             |                                 |                     |             |                     |                     |                  |   |
| OSSC - 1   | staff - 1                      | Grant Writing - 1                |             |                                 |                     |             |                     |                     |                  |   |
| TEDU - 9   | students (grad) - 0            | Other - 5                        |             |                                 |                     |             |                     |                     |                  |   |
|  | students (undergrad) - 7       | Present scholarly work - 10      |             |                                 |                     |             |                     |                     |                  |   |
|  |                                | Receive specialized training - 1 |             |                                 |                     |             |                     |                     |                  |   |

