

SIGMA THETA TAU
ETA KAPPA CHAPTER-AT-LARGE

RESEARCH COMMITTEE

PURPOSE: This committee shall plan the Research Day program, allocate grant monies for research and promote chapter members in research endeavors. (See Research Day Program Procedure and Research Grant Guidelines).

CHAIR: Appointed by the Board of Directors.

MEMBERS: Two (2) members who are doctorally prepared, or near completion of their doctorate.

FREQUENCY OF MEETINGS: As needed.

TERM OF SERVICE: A two year, alternating term committee.

COMMITTEE RESPONSIBLE TO: Board of Directors

RESPONSIBILITIES:

1. Develop theme, title and contact speaker (s).
2. Announce the Call for Abstracts.
3. Organize the program:
 - a. Contact CEU provider
 - b. Recommend date, location, fees, honorarium, and budget to the Board.
 - c. Request topic title, vita, objectives and handouts from the speaker(s).
 - d. Order necessary audiovisual equipment.
 - e. Develop evaluation tools.
 - f. Develop program agenda.
4. Assist Publicity Committee to organize publicity for program.
5. Publicize availability of grant monies.
6. Review grant applications and make recommendations to the Board.
7. Communicate with applicants and recipient of grant(s).
8. Provide an annual written report to the President.