



Research Council Minutes
January 24, 2013 3:30-4:30 P.M.
Champ Hall Conference Room, Old Main 136

RESEARCH COUNCIL MEMBERS PRESENT:

Mark McLellan, Chair
Cliff Skousen
for Douglas Anderson
Noelle Cockett

Jim Dorward
for Beth Foley
Bryce Fifield
Jagath Kaluarachchi
for Scott Hinton

Nick Morrison
for Craig Jessop
Nancy Huntly
Jim MacMahon
Mac McKee

VISITORS:

Scott Bates, Kaden Canfield, Russ Price, Teresa Seeholzer and Lorraine Walker

1. **Call to Order, Welcome & Introductions – Mark McLellan**

2. **Approval of the Agenda**

- **ACTION:** Agenda approved.

3. **Approval of Minutes of November 29, 2012**

- **ACTION:** No changes requested. Minutes approved unanimously.

4. **Vice President for Research Report – Mark McLellan**

- **Core Facilities**

Based on previous Research Council discussions, a draft document outlining the management plan for USU Core Facilities was shared. Mark commented that “best practices” from surrounding universities was also explored and implemented in the draft. Mark summarized the key elements and commented that the goal is to expand and further develop core facilities for improved efficiencies and expanded equipment offerings at USU.

ACTION: A motion was made by Chris Luecke to accept the draft as the framework for University Core Facilities and move the document be accepted. Jim MacMahon seconded the motion.

Discussion & Comments

- The question was asked if existing projects/equipment would be considered “grandfathered” under the proposed concept. Facilities that belong to the Utah Agricultural Experiment Station do not fall under this same framework. This framework is identified for new USU Core Facilities available to colleges on campus.
 - Depreciation and replaceable costs for equipment in the Core Facilities was discussed. The objective of the faculty directors, along with faculty, will be to seek follow on funding to either extend the life of the equipment or upgrade the equipment. Relative to the recoverable costs, the Council agreed that defining how to establish the price structure would be important.
 - The Council agreed that an important role of the core facility director would be to rally colleagues to go after continuing external support to upgrade, replace and maintain the equipment.
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ACTION: An friendly amendment was offered to the verbiage in the document relative to the Faculty Core Facility Director section (REF: Item 1, page 2) by adding the word “maintain” to the last sentence. The amendment was proposed by Jim McMahon and seconded by Chris Luecke.

- The Council discussed the importance of core facility charges, both internal and external.
- The College of Science has graciously offered space in their college for a core facility.

ACTION: A vote to accept the University Core Facilities Framework document, with the friendly verbiage amendment, was presented. Approval was unanimous.

- Deadline for Award Nominations
Council was informed that the deadline for award nominations has been extended to January 28. Notice of extension was also distributed by email to college deans and department heads. The consensus is to link all yearly awards to the same time frame each year as the different deadlines create confusion across campus. Distributing the criteria for these awards in the Fall would help synchronize the process and improve the internal college competition for these awards. The RGS Office will work with the Provost’s Office to find a consistent deadline in 2014.
 - Update on Selection of RGS Associate V.P. & Associate Dean
Mark shared Dr. Richard Inouye’s CV and relayed that he has been selected for this position to replace Dr. Shelley Lindauer. Dr. Inouye officially arrives on campus February 11, 2013.
 - Awards Summary (Kaden Canfield on behalf of Kevin Peterson)
December 2012 total award dollars increased by 51.7% as compared to December 2011. For the same time comparison, proposals submitted decreased by -54.6% in dollars and -4.63% in the number of new proposals submitted. Cumulative award totals for FY2013 show an increase of 6.2% in dollars awarded. Award numbers are down 9.2% as compared to the same time period in FY2012. As stated in past months, monthly fluctuations will occur, but Mark commented that we are seeing a general trend down in both quantity of proposals submitted and dollar value of proposals. It was noted that some agencies are holding back on funding and the release of RFPs relative to the potential funding sequestration.
 - DocuSign
Mark gave a brief overview of plans to implement DocuSign as an electronic signature workflow associated with Sponsored Programs at USU. More information will follow in the next few months.
 - Funding Finder Update
As shared in past meetings, this software is in the final stages of implementation. Implementation is planned across campus before the end of the first quarter 2013. An email will be distributed to all faculty/staff as soon as the release date is identified.
 - Faculty Training
With expanding agency restrictions, faculty training is essential. There was a discussion of mandatory RCR training for all faculty and graduate students.
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- FY2012 Final F&A Summary

The final F&A allocations for FY2012 were shared. Of the \$8.9 million available, Mark commented that \$1M (11% of total allocation) has been set aside for a strategic fund to be held in reserve due to the growing size of our projects and the risk of possible findings that could lead to assessed fees. Lorraine gave an overview of where the FY2012 funds were allocated, which included ~ 53% for University-wide fixed support, 13% for college and department fixed support (Bond payment, SARE, Research site utilities etc.) and 22% for New Faculty Start-up.

- Annual Equipment Matching Fund

This program will be implemented to enable faculty to have the ability to acquire capital equipment that will support research and creative activities. Associate Deans will help guide, direct and prioritize funding to support this program. This program will receive an annual allocation of \$250,000 from the recovered F&A pool, and require a 3:1 match from applicants. Full details about the program will be announced in March 2013.

- RGS Annual Report

Mark relayed that the RGS Annual Report will have a new design layout for FY2012. This report will be available on-line and fully interactive to the viewer. Mark will give an overview of the report at Research Council in March.

5. Old Business: None

6. Committee of the Whole Discussion: None

- Reconvene Committee - New Business: None

7. Wrap Up Discussion & Calendar Events – Mark McLellan

- January 31 – Undergraduate Research on Capitol Hill (Capitol Rotunda)
- February 1, – Next Sunrise Session, Little America Hotel, Salt Lake City
Douglas Jackson-Smith: College of Humanities and Social Sciences
- February 26, 2013 – Next Grad Student Grant Writing Workshop
- April 8-12, 2013 – Research Week

Minutes submitted by: Teresa Seeholzer, Research Council Secretary
